

Bharat Heavy Electricals Ltd  
Electronics Division  
Mysore Road, Bangalore – 560026

Tender Document for Design, Engg, Manufacturing,  
Testing, Supply and E&C Support Services in India for  
Electro-Magnetic Flow Transmitter for  
FGD-BONGAIGAON (3X250 MW) TPP &  
RFQ REF: SAM0000203  
Technical Bid Opening Date: 26<sup>th</sup> Feb, 2018 (Monday), 13:30 Hrs

<u>Page No.</u>	<u>Content</u>
2-45	Technical Specification (PQC is mentioned in Pg 05-07).
46-88	Commercial Terms & Conditions Comprising of: i) Special Commercial Conditions of Contract ii) Instructions To Bidders and iii) General Commercial Conditions of Contract
89	E-Procurement Login Guidelines

**Important Information:**

Last Date and Time of Tender Submission in **EPS Portal**: 26/02/2018 upto 13:00:00 Hrs.

Date and Time of Tender Opening in **EPS Portal**: 26/02/2018, 13:30:00 Hrs.

**Contact Person at BHEL EDN Bangalore:**

**1. For Commercial Clarifications:-**

**Ms. Sarita Mohapatra: Sr. Purchase Officer (CE-MM-PR)**  
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**2. For Technical Clarifications:-**

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		 A4-10				REF: CE/416/BON-FGD/MFT/PS	
		PROJECT : BONGAINGAON 3 X 250 MW FGD CONTROL END-USER : M/S NTPC CUSTOMER : M/S BHEL BAP, RANIPET				REV NO. : 00	
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		REVISION : 00			APPROVED  S. K. TOPPO		
					PREPARED  D. GHOSH	ISSUED 416	DATE 27/01/2015



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## SECTION – A

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# GENERAL REQUIREMENT



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## **SECTION – A: GENERAL REQUIRMENT**

**1.0 ALL REQUIRED DOCUMENTS AGAINST THIS TENDER / SPECIFICATION SHALL BE SUBMITTED IN ENGLISH ONLY.**

**2.0 Introduction:** Bidders are required to offer Electro – Magnetic Flow Transmitter for Limestone Slurry and Water application for FGD Control System for 3 × 250 MW Thermal Power plant, Bongaingaon.

**3.0** In order to accept the Technical offers / proposals from Bidders for the project in-line with technical requirement in Section-C of this Specification, certain Pre-qualification criteria are required to be met by Bidder.

**4.0** Pre-qualification requirements (PQR) are clearly mentioned in Section-B of this Specification. Bidder to read the same carefully and submit the details required for BHEL's acceptance.

**5.0** Bidder shall submit duly filled-up "Sub-Supplier Questionnaire" format of M/s NTPC, along with all supporting documents, for review and acceptance by the End-user. The format is enclosed with this specification as Annexure-1.

**6.0** The detailed guideline for packaging is provided in Section-D of this specification. OEMs shall follow this standard (ref. ED 490092, Rev 05) as minimum. If any other OEM standard packing is available, same shall be submitted to BHEL for review and acceptance as part of Technical offer.

**7.0** In case Bidder does not include the details or meet the requirements of PQR, their offer will be summarily Rejected and Bidder's Technical offer will not be Evaluated.

**8.0** Bidders are required to submit offers as detailed below :

- aa. Documents pertaining to PQR of Section B, of this Specification, shall be in a Separate cover with reference marked on it.
- bb. Documents pertaining to "Sub-Supplier Questionnaire" format of M/s NTPC, shall be in a Separate cover along with all supporting documents - 3 sets in original, signed & stamped copies, with reference marked on it.
- cc. Technical offers/proposals, whose requirements are mentioned in Section-C, of this specification shall be submitted in Separate cover with reference marked on it.

**9.0 Evaluation methodology:**

- a) BHEL shall initially open Bidder's PQR documents (refer 8.0 aa & bb above) only as per Section-B of this specification for review & acceptance.
- b) After acceptance of PQR documents, BHEL shall open Bidder's Technical offers (refer 8.0 cc above) for evaluation.
- c) After acceptance of bidder's technical offer. BHEL will approach the customer, with the technically accepted offers of the bidders, for their review and acceptance of bidder's sub-supplier registration request, PQR documents and technical offer.
- d) Deviations if any will be communicated to only participating bidders.
- e) Commercial bids of technically accepted vendors, by the customer, will be processed and formal purchase order will be issued on overall lowest price bidder.

**10.0** Whenever required during evaluation of PQR and Technical offer/bid, vendor is required to be present at BHEL Electronic Division, Bangalore, and/or NTPC, Noida, for discussions. Further in the event of order, during approval of the Vendor document by Enduser/ Customer, Vendor shall accompany BHEL representative for discussions.

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## SECTION – B

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# **PRE QUALIFICATION REQUIREMENT**



**SECTION – B: PRE-QUALIFICATION REQUIREMENTS**

**AA. Pre-Qualification Requirements (PQR) of Bidders for Electro – Magnetic Flow Transmitter, as a part of Offer:**

**Note: All documents shall be compiled clause wise and submitted with proper tagging in following order.**

- 1.0 The bidder shall have executed/ completed work of design, supply, and supervision of erection & commissioning of Electro – Magnetic Flow Transmitter for at least one installation in pipe line size of 800 mm or more. Submit with supporting documentary evidence.**
- 2.0 Original Equipment Manufacturers (OEM) based outside India, who are making offer for this tender shall have authorized representatives in India for support related to Documentation, Erection, Commissioning & any other co-ordination work.**
- 3.0 Submit Reference List of Projects wherein offered instrument is supplied & commissioned, along with details of transmitter, line size, liner material of flow-tube & limestone slurry / water process media and Year of Commissioning of the instrument.**
- 4.0 For Vendors offering upgraded / latest models, PQR of equivalent previous models is acceptable. OEM shall certify that offered model is upgraded version of previous existing model.**
- 5.0 OEM shall furnish a letter of confirmation to have design & manufacturing facility for Electro – Magnetic Flow Transmitter for Limestone slurry application for line sizes of 100mm, 150mm & 800mm. The confirmation letter shall be supported with relevant extract of their published technical documents.**
- 6.0 OEM shall furnish an undertaking that in case of change in Indian representative / agent, OEM shall continue to support supplies w.r.t to field service and supply of spare parts.**
- 7.0 BHEL shall issue call for service / commissioning with 15 days' notice. Bidder shall agree to visit BHEL project site within above notice period.**

**Important note: In case Bidder does not submit details mentioned in above clauses or meet the requirements of Pre-qualification requirements, Offers will be summarily rejected and Bidder's Technical offers/ proposals will not be evaluated. Please read carefully the General instructions in Section – A of this specifications.**

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**BB. Along with the documents related to PQR above, following supporting information shall also be included in the Offer:**

- 1. Technical literature / Manuals of offered Transmitter & Flow-tube.**
  - 2. In the event of technical specification not indicated in Technical literature, confirmation from OEM is acceptable. Such confirmations shall be supported by type test certificates.**
  - 3. Unpriced Purchase Order copies are to be submitted.**
  - 4. Reports of successful erection & commissioning Protocols & Minutes of the meetings for handing over of Magnetic Flowmeters to be submitted.**
  - 5. Submit List of Projects of rating = or > 200 MW Power Plants or Flue Gas Desulfurization plant, for lime stone slurry application, for which Erection & Commissioning has been carried out for last three year & minimum two systems.**
  - 6. Name & registered address of the Indian branch office or Indian representative for support of E&C and after sales service with Organization chart.**
  - 7. Bidder shall have facility in India for Engineering activities, preparation of Documents, trouble shooting and calibration of transmitter. Submit these details.**
  - 8. If Bidder is not Original Equipment Manufacturer (OEM), than Bidder to include Authorization letter from OEM for Supply, Erection, Commissioning, Servicing, Spares for the offered instruments. This Authorization letter provided by OEM to Bidder shall indicate the Type and Duration of the agreement.**
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## SECTION – C

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# TECHNICAL REQUIREMENT





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**SECTION – C: TECHNICAL REQUIREMENTS FOR MAGNETIC FLOW TRANSMITTER**

**Require integral version type Magnetic Flow Transmitter with flange connections.**

**1.0 Service Details: Instrument Schedule is enclosed in page 7 to 10 of this specification.**

**2.0 Quantity: One number (1 No.) for each tag number mentioned in the instrument schedule.**

**3.0 General:**

- 3.1 Function: Transmit & Indicate
- 3.2 Measuring: Limestone Slurry / Process Water flow
- 3.3 Principle: Electromag, Induction
- 3.4 Area Classification: Safe
- 3.5 Enclosure: Weather proof / dust proof IP 55

**4.0 Transmitter:**

- 4.1 Type: 4 Wire system. Transmitter shall be integral version.
- 4.2 Power supply: 24 V DC from PLC AI Card
- 4.3 Output: 4-20mA DC analog signal shall be superimposed by digital signal as per HART protocol of latest version. Digital communication shall be possible with field communicator.
- 4.4 Turn down ratio: 30:1
- 4.5 Cable entry: 2 nos. ½” NPT. One entry shall be plugged with suitable SS316 plug.
- 4.6 Accuracy:  $\pm 0.1\%$  of span or better (acceptable upto 0.3% of span)
- 4.7 Repeatability:  $\pm 0.1\%$  of span or better (acceptable upto 0.3% of span)
- 4.8 Load driving capability: 500 Ohms at 24V DC
- 4.9 Intrinsically safe: Not required
- 4.10 Diagnostics: Self Indicating feature

**5.0 Vendor to note that output of above transmitter shall be received in DCS/ PLC.**

**6.0 Material:**

- 6.1 Case : Aluminum.
  - 6.2 Liner Material : PFA for slurry application for line sizes upto 350 mm  
Natural rubber / PTFE, for slurry application for line sizes above 350 mm  
PTFE for clean water application
  - 6.3 Electrode Material : HC-22 for slurry application /  
SS316 L for clean water
  - 6.4 Process Connection: SS304 Flanged. Rating of flange shall be as per piping standard.
  - 6.5 Tube Material : Stainless Steel
  - 6.6 Grounding : Third Grounding Electrode
-



**7.0 Accessories / Miscellaneous:**

- 6.1 Instrument flanges shall suit the counter flange on main pipe & Class 150 RF rating. Instrument flange shall be of SS304. Instrument flange shall not be exposed to slurry leakages. Counter flanges, gaskets and fasteners (nuts, bolts and washers) are not in vendor's scope.
- 6.2 Suitable lifting eye-bolts on each instrument flange shall be provided for handling and installation.
- 6.3 SS tag plate shall be provided for all services indicating the details listed in enclosed 'Instrument Schedule'.
- 6.5 Output Meter: Digital LCD type with integral keypad.
- 6.6 Zero & Span adjustment: Continuous, tamper proof, remote as well as manual adjustability from instrument. Configuration of instruments shall be possible at site.
- 6.7 Coil Drive Power Supply: 24 VDC
- 6.8 Mounting: Online / Remote, as per manufacturer's recommendation.
- 6.9 Wet Calibration: Required
- 6.10 Certificate: Required

**7.0 Documents to be furnished, with the offer:**

- 7.1 Datasheets/ Drawings/ BOM of offered items - 02 sets
- 7.2 Technical Literature/ Catalogs - 02 sets

**8.0 Documents to be furnished for approval, in the event of order:**

- 8.1 Datasheets, Drawings and BOM of offered items.
- 8.2 Electrical Schemes with Termination details
- 8.3 Instrument Installation Manual
- 8.4 Technical Literature
- 8.5 Quality Plan

**Note:** All above documents shall be submitted in 2 sets. Also a Soft copy in 'pdf' format of all the above documents shall be furnished.

**9.0 Quality requirement, in the event of order:**

Vendor shall submit Test Certificates, Calibration Reports for approval, before dispatch of items.

**10.0 O & M Manuals** to be furnished – 5 Sets (1 Set to BHEL-EDN, Bangalore with soft copy in 'pdf' format, 2 Set to BHEL-BAP & 2 Sets to site with Consignment).

**11.0 Commissioning requirement for offered instrument**

Total commissioning and handing over of the offered systems to Owner / End user.

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**Requirement of Magnetic type Flowmeter for the following services**

Sr. No.	Description	KKS Tag Nos.	Process Conditions												Range m <sup>3</sup> /hr	Set Point					Medium with % Solid Content	Main Pipe Size mm	Main Pipe Material	Main Pipe Thickness	Lining Material & Thickness of Main Pipe	Counter Flange Type, Standard & Rating
			Minimum			Normal			Maximum			Design				Low- Low	Low	Normal	High	High- High						
			P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr												
1	Limestone Slurry Flow Transmitter for RC Pump 1	10HTD01CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4mm Thick	AWWA Standard for 32" Line size, Class 150, SOFF / Flat face  (not in vendor's scope)
2	Limestone Slurry Flow Transmitter for RC Pump 2	10HTD02CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4mm Thick	
3	Limestone Slurry Flow Transmitter for RC Pump 3	10HTD03CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4mm Thick	
4	Limestone Slurry Flow Transmitter for RC Pump 4	10HTD04CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4mm Thick	
5	Quench Water Flow to Oxidation Air Line	10HTQ29CF001	1.5	35	0.75	2.5	38	1.5	5	42	1.7	7.5	63	2.55	0-3	0.75	1.2	1.5	1.7	2.5	Water	25	IS1239	HEAVY	Lining not applicable	
6	Normal Quench Water Flow to Scrubber	10HTQ26CF001	0.7	35	40	1.5	38	45	3	42	55	4.5	63	82.5	0-85	30	40	45	--	--	Water	80	IS1239	HEAVY	Lining not applicable	
7	Gypsum Bleed Line Flow Meter for Primary Hydrocyclone	10HTM01CF001	2	45	100	2.5	55	120	4	60	132	6	90	198	0-200	100	--	120	--	--	Limestone slurry Solid = 15% Water = 85%	150	API 5L GR.B	SCH 40	Natural rubber 4mm Thick	
8	Gypsum Bleed Return Line to Scrubber Flow Transmitter	10HTM03CF001	2	45	100	2.5	55	120	4	60	132	6	90	198	0-200	--	100	120	--	--	Limestone slurry Solid = 15% Water = 85%	150	API 5L GR.B	SCH 40	Natural rubber 4mm Thick	



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Sr. No.	Description	KKS Tag Nos.	Process Conditions												Range m <sup>3</sup> /hr	Set Point					Medium with % Solid Content	Main Pipe Size mm	Main Pipe Material	Main Pipe Thickness	Lining Material & Thickness of Main Pipe	Counter Flange Type, Standard & Rating
			Minimum			Normal			Maximum			Design				Low- Low	Low	Normal	High	High- High						
			P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr												
9	Limestone Slurry Flow Transmitter for RC Pump 1	20HTD01CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4 mm Thick	AWWA Standard for 32" Line size, Class 150, SOFF / Flat face  (not in vendor's scope)
10	Limestone Slurry Flow Transmitter for RC Pump 2	20HTD02CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4 mm Thick	
11	Limestone Slurry Flow Transmitter for RC Pump 3	20HTD03CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4 mm Thick	
12	Limestone Slurry Flow Transmitter for RC Pump 4	20HTD04CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4 mm Thick	
13	Quench Water Flow to Oxidation Air Line	20HTQ29CF001	1.5	35	0.75	2.5	38	1.5	5	42	1.7	7.5	63	2.55	0-3	0.75	1.2	1.5	1.7	2.5	Water	25	IS1239	HEAVY	Lining not applicable	
14	Normal Quench Water Flow to Scrubber	20HTQ26CF001	0.7	35	40	1.5	38	45	3	42	55	4.5	63	82.5	0-85	30	40	45	--	--	Water	80	IS1239	HEAVY	Lining not applicable	
15	Gypsum Bleed Line Flow Meter for Primary Hydrocyclone	20HTM01CF001	2	45	100	2.5	55	120	4	60	132	6	90	198	0-200	100	--	120	--	--	Limestone slurry Solid = 15% Water = 85%	150	API 5L GR.B	SCH 40	Natural rubber 4 mm Thick	(not in vendor's scope)
16	Gypsum Bleed Return Line to Scrubber Flow Transmitter	20HTM03CF001	2	45	100	2.5	55	120	4	60	132	6	90	198	0-200	--	100	120	--	--	Limestone slurry Solid = 15% Water = 85%	150	API 5L GR.B	SCH 40	Natural rubber 4 mm Thick	



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Sr. No.	Description	KKS Tag Nos.	Process Conditions												Range m <sup>3</sup> /hr	Set Point					Medium with % Solid Content	Main Pipe Size mm	Main Pipe Material	Main Pipe Thickness	Lining Material & Thickness of Main Pipe	Counter Flange Type, Standard & Rating
			Minimum			Normal			Maximum			Design				Low- Low	Low	Normal	High	High- High						
			P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr												
17	Limestone Slurry Flow Transmitter for RC Pump 1	30HTD01CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4mm Thick	AWWA Standard for 32" Line size, Class 150, SOFF / Flat face (not in vendor's scope)
18	Limestone Slurry Flow Transmitter for RC Pump 2	30HTD02CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4mm Thick	
19	Limestone Slurry Flow Transmitter for RC Pump 3	30HTD03CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4mm Thick	
20	Limestone Slurry Flow Transmitter for RC Pump 4	30HTD04CF001	--	40	5200	2.85	55	6430	--	60	7100	5	90	10650	11000	4500	5200	6430	7100	7500	Limestone slurry Solid = 15% Water = 85%	800	API 5L GR.B	SCH 10	Natural rubber 4mm Thick	
21	Quench Water Flow to Oxidation Air Line	30HTQ29CF001	1.5	35	0.75	2.5	38	1.5	5	42	1.7	7.5	63	2.55	0-3	0.75	1.2	1.5	1.7	2.5	Water	25	IS1239	HEAVY	Lining not applicable	ANSI B16.5 Standard, Class 150, SOFF / Flat face (not in vendor's scope)
22	Normal Quench Water Flow to Scrubber	30HTQ26CF001	0.7	35	40	1.5	38	45	3	42	55	4.5	63	82.5	0-85	30	40	45	--	--	Water	80	IS1239	HEAVY	Lining not applicable	
23	Gypsum Bleed Line Flow Meter for Primary Hydrocyclone	30HTM01CF001	2	45	100	2.5	55	120	4	60	132	6	90	198	0-200	100	--	120	--	--	Limestone slurry Solid = 15% Water = 85%	150	API 5L GR.B	SCH 40	Natural rubber 4mm Thick	
24	Gypsum Bleed Return Line to Scrubber Flow Transmitter	30HTM03CF001	2	45	100	2.5	55	120	4	60	132	6	90	198	0-200	--	100	120	--	--	Limestone slurry Solid = 15% Water = 85%	150	API 5L GR.B	SCH 40	Natural rubber 4mm Thick	



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Sr. No.	Description	KKS Tag Nos.	Process Conditions												Range m <sup>3</sup> /hr	Set Point					Medium with % Solid Content	Main Pipe Size mm	Main Pipe Material	Main Pipe Thickness	Lining Material & Thickness of Main Pipe	Counter Flange Type, Standard & Rating
			Minimum			Normal			Maximum			Design				Low- Low	Low	Normal	High	High- High						
			P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr	P Kg/cm <sup>2</sup>	T °C	F m <sup>3</sup> /hr												
25	Process Water Inlet Header Flow for Process Water Tank	00HTQ00CF001	1	35	250	1.5	38	320	3	42	400	4.5	63	600	0-600	200	250	320	350	400	Process water	200	IS1239	HEAVY	Not applicable	ANSI B16.5 Standard, Class 150, SOFF / Flat face (not in vendor's scope)
26	Process Water Tank 3 Make-up Line Flow Transmitter	00HTQ03CF001	2.5	35	20	3.5	40	30	4	45	33	4.5	50	37	0-50	20	25	30	37	40	Process water	80	IS1239	HEAVY	Not applicable	
27	Limestone Slurry Flow Meter (Slurry Supply to Absorber 1)	00HTK01CF001	2.8	35	25	3	38	32	3.5	42	35	5.25	63	52.5	0-60	20	25	32	35	42	Limestone slurry Solid = 30% Water = 70%	100	API 5L GR.B	SCH 40	Natural rubber 4mm Thick	
28	Limestone Slurry Flow Meter (Slurry Supply to Absorber 2)	00HTK01CF002	2.8	35	25	3	38	32	3.5	42	35	5.25	63	52.5	0-60	20	25	32	35	42	Limestone slurry Solid = 30% Water = 70%	100	API 5L GR.B	SCH 40	Natural rubber 4mm Thick	
29	Limestone Slurry Flow Meter (Slurry Supply to Absorber 3)	00HTK01CF003	2.8	35	25	3	38	32	3.5	42	35	5.25	63	52.5	0-60	20	25	32	35	42	Limestone slurry Solid = 30% Water = 70%	100	API 5L GR.B	SCH 40	Natural rubber 4mm Thick	
30	Limestone Slurry Flow Meter (Slurry Supply to Absorber 1)	00HTK02CF001	2.8	35	25	3	38	32	3.5	42	35	5.25	63	52.5	0-60	20	25	32	35	42	Limestone slurry Solid = 30% Water = 70%	100	API 5L GR.B	SCH 40	Natural rubber 4mm Thick	
31	Limestone Slurry Flow Meter (Slurry Supply to Absorber 2)	00HTK02CF002	2.8	35	25	3	38	32	3.5	42	35	5.25	63	52.5	0-60	20	25	32	35	42	Limestone slurry Solid = 30% Water = 70%	100	API 5L GR.B	SCH 40	Natural rubber 4mm Thick	
32	Limestone Slurry Flow Meter (Slurry Supply to Absorber 3)	00HTK02CF003	2.8	35	25	3	38	32	3.5	42	35	5.25	63	52.5	0-60	20	25	32	35	42	Limestone slurry Solid = 30% Water = 70%	100	API 5L GR.B	SCH 40	Natural rubber 4mm Thick	



A4-10

## SECTION – D

REF. : CE/416/BON-FGD/MFT/PS

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# **PACKING SPECIFICATION**

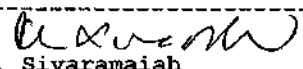
**Enclosure: ED 049 00 92, Rev. 05 (26 PAGES)**

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**PROCEDURE FOR PACKING OF CONTROL EQUIPMENTS USING PLYWOOD.**

1. **PURPOSE:** To describe the materials and procedure for Packing.
2. **SCOPE:** Applicable for packing of control cubicles, loose items, spares of Control Equipment and Transmission System Control products.
3. **MATERIALS**
  - 3.1. **WOOD**
    - 3.1.1 **For Inland contracts:**
      - 3.1.1.1 Plywood of Boiling Water Resistance (BWR) grade and termite, fungus proof as per IS: 303 of 12 mm thick for control cubicles, single and multi cubicles, loose items and spares cases. The plywood shall be bonded with high Quality Phenol Formaldehyde Synthetic Resin and specially treated with preservatives to repel termites and wood destroying organisms. The plywood shall with stand the stress caused by cyclic changes in weather conditions. It shall be durable and resistant to heat, sun and moisture. The sheets such procured shall have IS mark IS 303 and BWR grade stamped on it.
      - 3.1.1.2 Silver oak wood of cross section 45x45 mm as support battens for Loose items, spares and single suit, two suit, three suit Cubicles and 70x45 mm for longer sections to be used. These Silver oak wood battens shall be treated with ASCU solution as defined in 4.0. In the case of plywood, treatment with ASCU solution need not be done.

Alternative to silver oak battens, Plywood support battens of suitable cross section and combination of thickness can also be used as per clause 3.1.1.4


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**APPROVED : M. Sivaramaiah**

**PREPARED:**  
PGD/KPN

**ISSUED:**      **DATE:**  
STDS GROUP    30/03/13

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### 3.1.1.3

Plywood for general purposes i.e. moisture resistance or MR grade (Commercial ply wood) and termite, fungus proof as per IS: 303 of 9 mm / 12 mm thick for control cubicles, single and multi cubicles, loose items and spares cases. The plywood shall be bonded with high quality Phenol Formaldehyde Synthetic Resin and specially treated with preservatives to repel termites and wood destroying organisms. The plywood shall with stand the stress caused by cyclic changes in weather conditions. It shall be durable and resistant to heat, sun and moisture. The sheets such procured shall have IS mark IS 303 and MR grade stamped on it. 9 mm thick plywood can be used with additional plywood support/ reinforcement suitable battens both for small cases and also for panels. Support batten as indicated at 3.1.1.4 shall be used.

Sample drawings of panels & loose boxes are attached for ready reference.

[ Fig : 10 to 13 ]

### 3.1.1.4 Support Battens:

Ply wood sheet of cross section 18 mm x (100 mm) for support batten for loose items, spares, and plywood sheet of cross section 18 mm thk x 100 to 150 mm width as support batten for standard panels up to 2450 x 1350 x 2500 mm panels. Support batten of plywood cross section 12 thk x 75 to 100 mm can also be used for small cases apart from 18 mm x 100 mm cross section. These plywood support battens can also be used in place of silver oak support battens as referred in clause 3.1.1.2. Additional support battens/ cross battens of suitable sizes are to be provided on need basis.

Sample drawings of panel's .i.e. single suit, two suite and three suit cubicles are attached for ready reference [Fig: 10 to 13].

#### Special support battens for Rlys and similar panels:

Plywood of cross section 18 mm x 75mm x 3 no's at both bottom end and top end of front and back shook's , and also at top portion of both corner shook's for fixing with bolt and nut/ clamps, and 18 mm x 150 mm x 2 nos cross section as support batten/ slanting reinforcement batten on all sides. On need basis 18mm x 125 mm x 2 to 3 no's of plywood cross section can also be used additionally depending upon the size and weight of the panel.

Plywood shook's can be fixed with both Bolts and mechanical latching clamps or combination of both as the case may be.

Sample drawings of panels are attached for ready reference.

[ Fig : 8 & 9 ]

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**3.1.2 For Export Contracts**

- 3.1.2.1 Plywood of Marine grade as per IS: 710 of 9 / 12 mm Thick for control cubicles of single / two / three suite for loose items and spare cases. For suit of four and longer cubicle sections, 19mm thick is to be used.

It shall be highly resistant to attacks from fungi, termites and wood destroying organisms including marine borers. The plywood shall withstand the stress caused by cyclic changes in weather conditions. It shall be durable and resistant to heat, sun and moisture. The sheet shall have IS: 710 and marine grade marking.

- 3.1.2.2 Same as clause 3.1.1.2.

- 3.1.3 BHEL EDN will be carrying out test on ISI marked ply Wood whenever required.

- 3.2 Fasteners: M8 x 130 mm and M8 x 150 long zinc plated Bolts and M8 zinc plated nuts for fixing, and spring Washers or suitable size can also be used.

- 3.3 Nails: Nails of dia 3.15 mm and about 40 mm for nailing of plywood and silver oak batten. Suitable smaller size is to be used for other nailing.

- 3.4 Polyethylene sheet: The polyethylene sheets are used to make covers for the jobs individually. The material shall have a minimum thickness of 0.175 mm (175 microns).

The polyethylene sheet shall be clear and transparent manufactured out of virgin material. Reprocessed material shall not be used.

- 3.5 Bituminised water proof kraft paper - used for lining the inside of shookees of cubicles.

- 3.6 Bitumen coated Hessian polyethylene kraft paper used for lining the inside of top cover for cubicles and all inner and top sides for small boxes.

- 3.7 Rubberised Coirs- used for cushioning and to fill the gap inside packing boxes. The coir shall be about 100 mm wide and 25mm thick.

- 3.8 Foam rubber/U Foam - This is used for covering the delicate items. This material is normally provided by BHEL.

- 3.9 Thermocole (Expanded polystyrene) sheets - This is used for covering delicate items. This material is normally provided by BHEL.

- 3.10 Silica gel - shall be of indication type to conform to IS: 3401: shall be blue in colour while usage.

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3.11 Cotton bag - These are used for holding silica gel. The bags shall have the following matter indicated on them:

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<b>BHEL-EDN</b>	<b>SILICA GEL</b>	<b>BANGALORE-560026</b>
	<b>INDICATING TYPE</b>	
<b>BLUE</b>	<b>: ACTIVE</b>	
<b>ROSE</b>	<b>: REDUCED ACTIVITY</b>	
<b>WHITE</b>	<b>: NO ACTIVITY. TO BE REPLACED WITH FRESH SILICA GEL</b>	

-----

- 3.12 Cotton / Plastic tape-This is used for tying small items and also to prevent vibrations of moving parts within the cubicles.
- 3.13 Polyethylene bags - These are to be used for keeping the packing slips. The bag shall be of size 70 mm X 100 mm (minimum).
- 3.14 Hessian cloth, twine thread, paint will have to be used in packing certain items.
- 3.15 Marking plate - This shall be of anodized aluminium sheet. Details and specifications are given in Fig-3.
- 3.16 Marking ink - Ink used shall be normally black in colour. The ink shall be indelible, non fading and non washable in water.
- 3.17 Packing Slip Holder - This shall be of galvanised iron tinned sheet / aluminium sheet.
- 3.18 Mechanical Latching clamps : For CLW Railway panels and similar Panels self locking clamps can also be used on need basis in conjunction with or apart from regular bolt and nut fixing arrangement. Sample drawing attached [refer Fig.7 ]. For reusable boxes, these clamps provides easy locking and unlocking arrangement. These clamps will be made available from BHEL in some cases.
- 3.19 Flex/Vinyl digital print media for labeling:  
Labels made out of Flex/Vinyl/ other digital media shall be used for export contracts & some prestigious domestic contracts on need basis apart from existing present marking/ labeling system.
- 3.20 Aluminium foil for packing:  
On need basis, suitable size & thickness of aluminium foil shall be used for packing of electronic panels and loose items for both indigenous & export contracts.
- 3.21 Pallets :  
All cubicles are mounted on the pallets by BHEL. For loose items, HMI items & small cabinets for which no pallets are available, suitable size pallets have to be arranged by the contractor.



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### 4.0 Chemical treatment for silver oak preservation

4.1 The silver oak battens are to be treated with ASCU solution. For plywood wood treatment is not required.

4.2 The chemical used shall be ready mix ASCU paste. This consists of Arsenic, copper sulphate, sodium dichromate. This paste shall be mixed at the rate of 1 kg of paste per 10 liters of water. Alternate to this CCA can also be used as indicated at para 4.4

4.3 The chemical treatment shall be done at the premises of the contractor. A cement concrete tank of capacity to hold a minimum of 2000 liters of solution shall be constructed. The solution shall be prepared in the presence of BHEL- EDN's representative by contractor. The wooden battens shall be soaked in the solution for a minimum of 12 hours.

The solution shall be replenished after treating a maximum of 12 cubic meters of wood for 2000 liters of solution. A log book shall be maintained by the contractor to give the details of date of preparation of solution, quantity of solution prepared, quantity of chemicals used, quantity of wood treated and the details of replenishment.

Samples of solutions [ only paste before mixing ] shall be tested at the laboratories designated by BHEL. The testing fees to be paid to the laboratories will have to be borne by the contractor. The solution [paste] shall be tested as and when required.

4.4 Specifications for water soluble type wood preservatives:  
Copper - Chromium - Arsenic [ CCA]:

Copper - Chromium - Arsenic preservative formulation shall be as per IS : 10013 Part - II - 1981 shall consist of following active ingredients in nominal proportions by weight as shown below:


Arsenic Pentoxide	$As_2O_5 \cdot 2H_2O$	12.5
Copper Sulphate	$CuSO_4 \cdot 5H_2O$	37.5
Sodium Dichromate	$Na_2Cr_2O_7 \cdot 5H_2O$	50.0
Or		
Potassium Dichromate	$K_2Cr_2O_7$	

5.0 Jointing of plywood- to the extent possible, single plywood sheet shall be used in case of equipment of large size, jointing is allowed as bellow.

5.1 The joining shall be as close to the center of equipment as possible, but not less than 500 mm from one edge.

5.2 While joining (2 or more plywood sheets), care shall be taken to fix the sheets in the direction of the grain structure.

5.3a For joining Plywood and Silver oak wooden batten:  
While joining, 2 sheets shall be kept close to each other and treated

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silver oak batten of 100 mm width and 45 mm thick to be used and nailed to both plywood sheets alternately (2 numbers) in zig-zag manner.

5.3b For Joining plywood with plywood sheets :

While joining, 2 sheets shall be kept close to each other and plywood sheet batten of minimum 100 to 200 mm width and 18 mm thick to be used depending upon the size of the box/ case and nailed to both plywood sheets alternately (2 numbers) in zig-zag manner. Suitable size nails to be used.

5.4 Jointing of silver oak batten : Only single length silver oak batten shall be used. In case of height or width of equipment is more than 2400 mm, jointing of batten is acceptable. The jointing of batten shall be such that two batten are kept together and one more batten of width & length of about 200 mm to be nailed on both the planks as in Clause 5.3 above.

5.5 The above jointing is to be done close to center of equipment.

**6.0 Packing procedure**

6.1 Packing of cubicles for inland contracts.

6.1.1 Packing to be done using materials given in clause 3.0.


6.1.2 The cubicles are fixed on wooden pallets. Hence the contractor need not arrange the bottom pallets.

6.1.3 Loose parts : All loose parts in the cubicles, shall be tied using cotton/ plastic tape. Wooden battens shall be provided wherever necessary.

6.1.4 Additional loose items which may be kept inside the cubicle.

- a. The components which are removed from cubicle for loose shipping, such as meters shall be kept inside the cubicle individually kept in wooden box and tied firmly to the bottom of cubicle.
- b. Other items which are given loose in addition to cubicle, shall be packed in separate boxes (like cables).
- c. For transformer cubicles loose items shall be packed in separate boxes and these boxes may be tied firmly in bottom of cubicles.
- d. Items which are bigger in size such as impulse tubes may be kept at the top of cubicles firmly bunched and tied.

6.1.5 Wooden batten : This batten shall be silver oak wood .In case of Cubicle which are not rectangular in shape like control desks, sufficient number of wooden rafters/ battens of proper size shall be provided to give strength to the package.

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- 6.1.6 Silica gel: Silica gel (as in 3.10) packed in cotton bag (as in 3.11) shall be kept at different place inside the cubicle as per BHEL-EDN directions. Each suit of cubicle shall provided with 1 kg of silica gel (for a suit of 4 cubicles, 4 kg of silica gel shall be used).
- 6.1.7 Polyethylene sheet covering: Cubicles shall be covered with polyethylene petticoat (sheet as in 3.4). This shall be tailor made to fit the cubicle. The sealing shall be such as not to allow any moisture to enter the cubicle. This sheet is to be folded to the bottom pallet with wooden planks on 2 larger sides.
- 6.1.8 After completion of this, the arrangement is as shown in Fig.1.
- 6.1.9 Rubberised coir: (as in 3.7) to be nailed from inner side of plywood after pasting kraft paper for full length with a pitch less than 500mm with a min. of 2 rows of cover is to be used.
- 6.1.10 Bituminised water proof kraft paper: (as in 3.5) to be pasted with glue on 4 inner sides of plywood. Whenever 2 pieces of kraft paper are used, the joint shall have an over lap of min 20 mm.
- 6.1.11 Bitumen coated Hessian polyethylene kraft paper (as in 3.6) to be nailed using nails (as in 3.3) on top cover inner surface. This sheet shall project outside on 4 sides by atleast 100 mm and shall be folded and nailed on to the sides. Joining of 2 sheets shall have an overlap of min 20 mm.
- 6.1.12 After completion of above steps, the arrangement shall be as given in Fig.2.
- 6.1.13 Marking Plate : One no (as in 3.15) shall be nailed to the front side of case, item as shown in Fig.3.
- 6.1.14 Case Marking : After complete packing, marking of various details and symbols as given by EDN shall be done using indelible ink (as in 3.16)
- 6.1.15 Packing Slip : Packing slip kept in polyethylene bag (as in 3.18) shall be placed inside the box at appropriate place before closing the top. in addition one more packing slip covered in polyethylene cover and packing slip holder (as in 3.17) shall be nailed to front or rear of shook.
- 6.1.16 At the end of this stage, the arrangement is as shown in Fig.4. Front and rear shook fixing arrangement to the bottom of the pallet is as shown in Fig.5
- 6.1.17 The lifting arrangement of the packed case is shown in Fig.6
- 6.2 Packing of cubicles for export contracts Procedure is same as that given in 6.1 except for the following changes:
- Two Polyethylene petticoat (as in 6.1.7) instead of one
  - Fumigation may have to be done if required (BHEL Scope).

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- 6.3 Packing of empty Cubicles Procedure is same as that given in 6.1 except For following changes
- Bituminised kraft paper, bitumen coated Hessian polyethylene paper, silica gel need not be used.
- 6.4 Packing of loose items/spares for inland contracts
- 6.4.1 All the materials and procedure are same as in 6.1 except that :
- No joining of plywood and silver oak batten
  - Inner sides of all 6 sides shall be nailed with bitumen coated Hessian polyethylene kraft paper (as in 3.6) using nails.
  - Kraft paper (as in 3.5) is not required
  - Silica gel quantity is 100 gm approx per box.
  - Rubberised coir is to be nailed to inner surfaces of bottom 4 sides of box.
  - Bottom plywood sheet / pallet shall be of 18 mm thick for all practical purposes and 12 mm thick for smaller boxes on need basis. Suitable bottom beams made out of plywood/ any other wood of suitable cross section 75x36 mm, 75x54 mm, 75x75 mm, 100x100 mm.
  - Support battens of cross section 12x75 mm, 12x100mm, 18x75 mm, 18x100 mm can be used depending upon the size of the boxes. Plywood support battens can be used in the place of silver oak battens.
  - Clause 6.1.10 is not applicable. Individual items to sealed with polyethylene sheet(as in 3.4) and one full cover of polyethylene sheet covering of all items is to be made.
- 6.4.2 In few cases gabled roof (single or double gable) may have to be made, details of which will be given by EDN.
- 6.4.3 Internal Packing: Items that go into the box shall be packed using polyethylene sheet/ U foam/ thermocol sheets/air bubbled sheets/ paper cartoons and cotton tape. Any space left between the job and the sides and the top of the box shall be filled with rubberised coir/air bubbled sheet /thermocole to get proper cushioning effect. Certain items like transformers, reactors, breakers, etc shall be bolted to the bottom of the box using bolts, nuts and washers.
- 6.5 Packing of Loose items/ Spares for Export Contracts: Procedure is same as that given in 6.4 except for following changes:
- Two polyethylene covers to be provided,
  - Fumigation may have to be done, if required, for which payment will be made by EDN.
- 6.6 Any other changes/ new methods/ alternative packing systems can be undertaken with prior information and approval from the dept. For other parameters and further details concerned agency may please be contacted.

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7.0 ACCEPTANCE CRITERIA OF PLYWOOD :

**PLYWOOD FOR GENERAL PURPOSE  
GRADE FOR PACKING - AS PER IS:303**

1. Plywood sheets shall have IS:303 & BWR / MR grade stamped on each sheet.
2. Packing/contractor should give a certificate to this effect.
3. Contractor shall identify each sheet with their name/firm in suitable place.
4. Visual checks to be done by packing contractor and EDN-QC CE shipping.
5. For other parameters, testing will be done at authorised laboratories/institutions by EDN on sample basis.

7.1 FOR BWR GRADE : TABLE-1 QUALITY REQUIREMENTS OF PLYWOOD

Sl NO	Defect Category	Maximum Number of Defect Permitted on any one surface of panel (as applicable to Type A Surface of IS:303)
1.	Blister	Nil
2.	Check	Individual check not more than 50mm in length and the total length not more than 300mm/m <sup>2</sup>
3.	Discoloration	Nil
4.	Dote	5cm/m <sup>2</sup>
5.	Insect hole	Scattered up to 12 holes/m <sup>2</sup>
6.	Joints	One joint for every multiple of 200mm provided no individual piece is less than 100mm in width
7.	Knots(dead)	2 up to 12mm dia/m <sup>2</sup>
8.	Pin knots(dead)	2/m <sup>2</sup>
9.	Pin knots(live)	No restriction
10.	Knots(tight)	6 up to 25mm dia/m <sup>2</sup>
11.	Patches	4 patches/m sq provided they are all tight patches & do not mar the appearance





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12. Splits                    2 splits each not more than 1mm wide and length not more than 100mm provided they are filled with suitable filler

13. Swirl                    Unlimited provided they do not mar the

### 7.2 FOR MR GRADE : TABLE -2 QUALITY REQUIREMENTS OF PLYWOOD

S/NO	Defect Category	Maximum Number of Defect Permitted on any one surface of panel (as applicable to Type A Surface of IS:303)
1.	Blister	Nil
2.	Check	Individual check not more than 100mm in length and the total length not more than 1000mm/m <sup>2</sup>
3.	Discoloration	5 %
4.	Dote	15cm/m <sup>2</sup>
5.	Insect hole	Scattered up to 24 holes/m <sup>2</sup>
6.	Joints	: No restrictions
7.	Knots (dead)	4 up to 20mm dia/m <sup>2</sup>
8.	Pin knots (dead)	: 6/m <sup>2</sup>
9.	Pin knots (live)	No restriction
10.	Knots (tight)	: No Restrictions
11.	Patches	Any number provided they are all tight patches & do not mar the appearance
12.	Splits	3 splits each not more than 4 mm wide and length not more than 150 mm provided they are filled with suitable filler
13.	Swirl	NO restrictions

### 7.3 Thickness of Plywood sheets:

The plywood boards shall be of uniform thickness within specified tolerance limit specified. The faces of plywood boards shall be reasonably smooth.



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### 7.4 PERMISSIBLE DEFECTS:

Gaps in cores and cross-bands may be permitted except for 3 ply plywood, provided the width of the gap does not exceed 1mm in case of and 2 mm in case of plywood of more than 5 ply and provided such gaps, if more than one, shall be spaces not less than 80mm away from each other and are staggered not less than 50mm away as between ply, the next ply having the same grain direction.

### 7.5 WORKMANSHIP AND FINISH:

The plywood boards shall be of uniform thickness.

The faces of plywood boards shall be reasonably smooth and face veneers shall be reasonably uniform thickness.

### 7.6 TESTS:

For testing any other mechanical property of general purpose plywood, Subject to agreement between the purchaser and the supplier, reference shall be made to the provisions of IS 1734 Part 1 and 20)

### 8.0 Details of Drawings / Figures attached:

- Fig- 1 : Packing of panel - Preparation
- Fig- 2 : Shookes preparation
- Fig- 3 : Marking Plate
- Fig- 4 : Packed panel with plywood and silveroak battens
- Fig- 5 : Detailed joining of pkg shookes with battens
- Fig- 6 : Lifting of packed case
- Fig- 7 : Mechanical Latching clamps
- Fig 8 & 9 : CLW Railway panel packing
- Fig 10 to 13: Packing of panels and spares packing cases.
- Fig 14 : All Units supplying Initial and O & M spares  
(Recommendations from Corporate Systems & IT)

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**Additional points to be taken care for :**

**Easy spares [Initial and O&M ] Traceability and Identification at units and as well as at sites:**

**(Recommendations from Corporate Systems & IT)**

Sl	Activity
1	All Initial and O&M spares preferably supplied in one lot to site and progressive inventory till all spares are accumulated could be kept at units.
2	Spares (Initial and O&M) should be supplied in separate Boxes / Containers and not mixed in main supply boxes.
3	i) Initial spares Box / Container to be labeled as "INITIAL SPARES " in RED. Ref fig: 14 (Page-26). ii) O & M spares Box /Container to be labeled as" O&M SPARES " in GREEN. Ref fig: 14 (Page-26).
4	iii) Initial Spares Box to have red Color strip as per diagram. Ref fig: 14 (Page-26). iv) Majority of spares (initial and O&M) are for indoor storage at site. v) O&M spares box to have green Color strip as per diagram. Ref fig: 14 (Page-26).
5	vi) Spares (Initial and O&M ) Packing list kept inside the boxes and affixed securely outside the box to contain vii) Custom name viii) Project / Power station Name ix) Customer PO No and date x) Sl no of customer PO. xi) Quantity total & dispatched. xii) Unit work order number xiii) All above to be developed from Unit IT System
6	xiv) All spares (Initial and O&M) items to have tags (wono, item customer order no, customer item.description)
7	xv) Supply of spares by Vendor should also be instructed for following point 2,3,4,5,6 mentioned above.

**Action By : Sites on arrival of spares (Initial and O&M)Receipt .**

	Activity
1	Material utilized if any from Initial and O&M spares , should have prior written approval of concerned MUs. Such MUs shall also confirm replacement dates which should be entered in the system for creation of repository.



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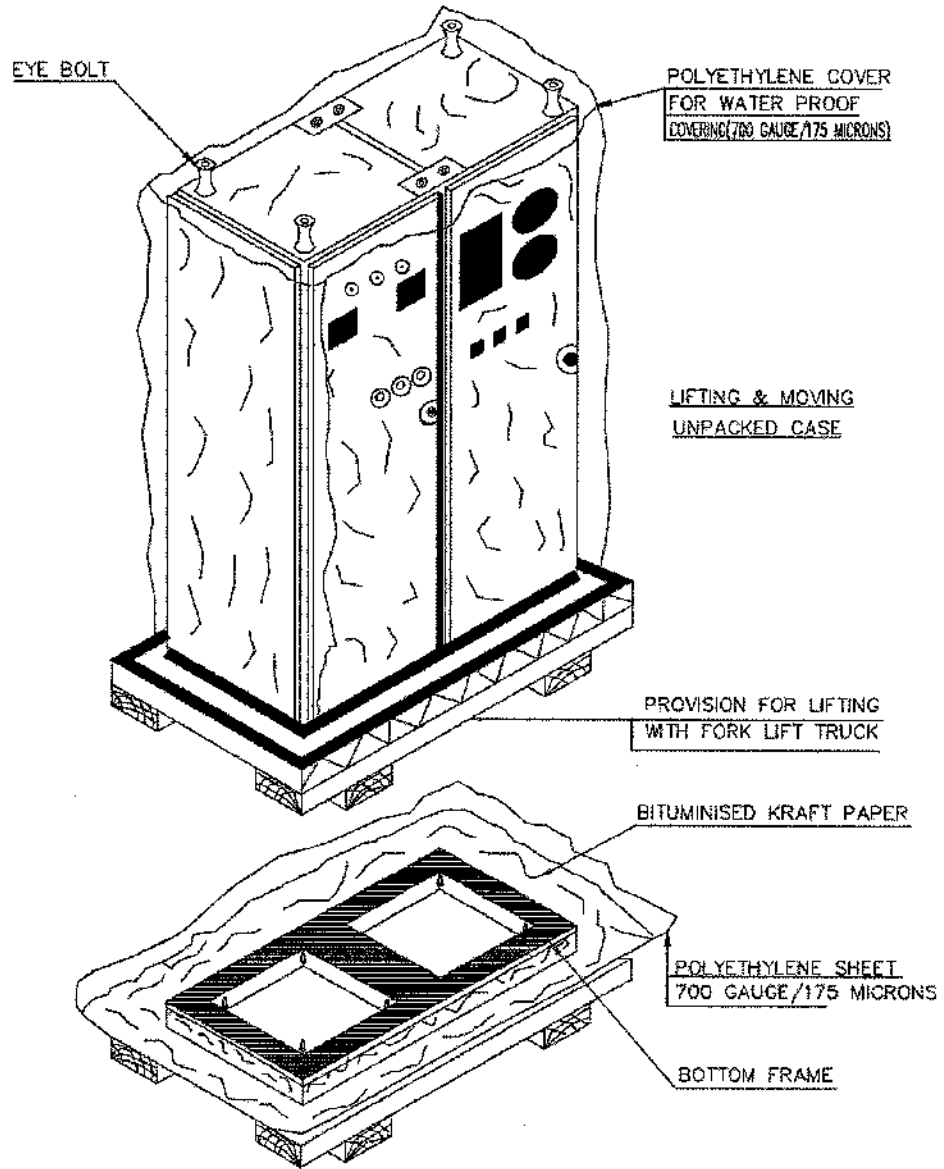


FIGURE-1



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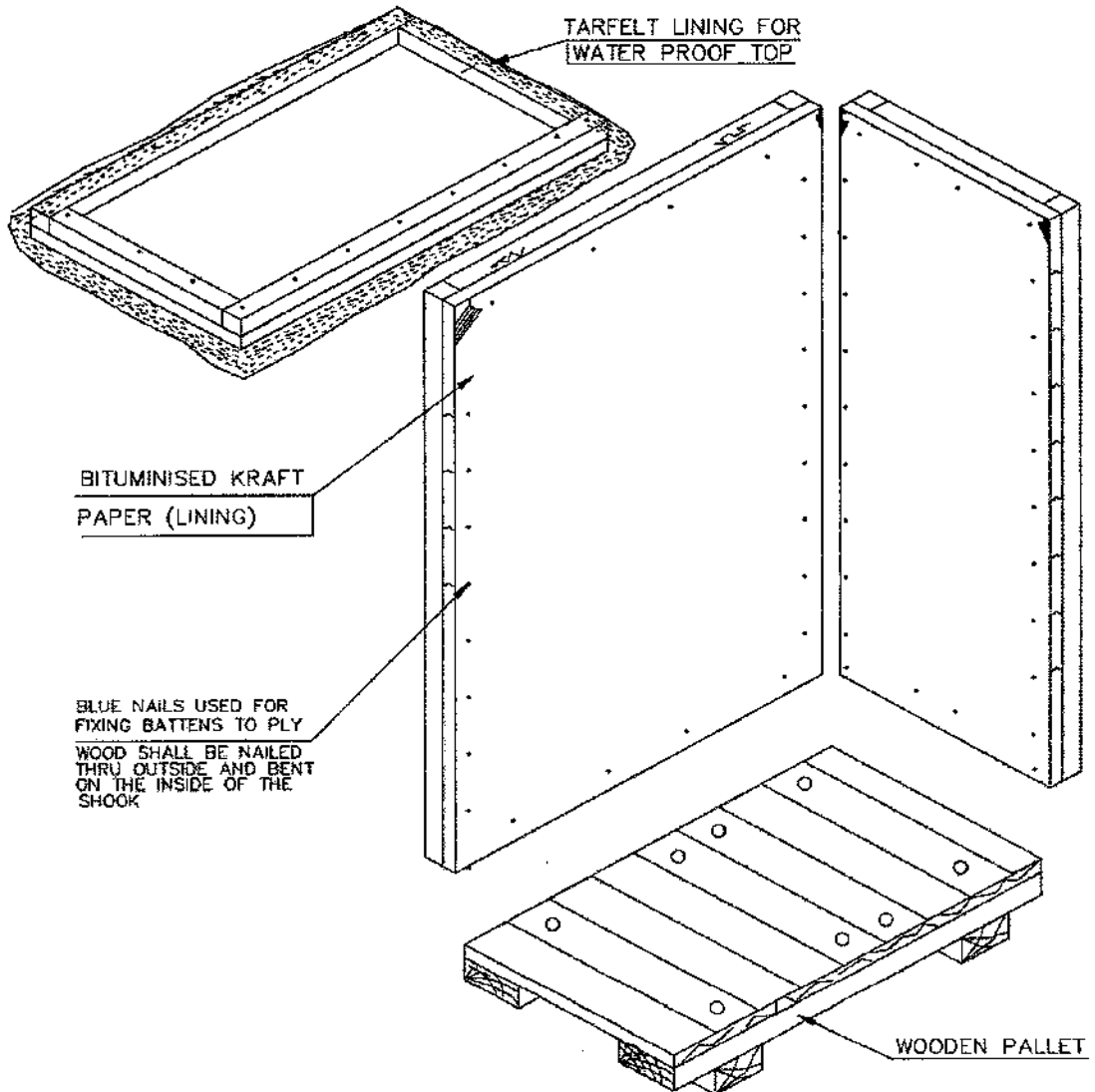


FIGURE-2



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	BHEL -- EDN -- BANGALORE -- 26				
CONSIGNEE					
MATERIAL					
CUSTOMER REF.			MO. NO.		
DESPATCH ADVICE NOTE NO.			CASE NO.		
DIMENSIONS(MM) LXBXH			NET WT --KGS		GROSS WT --KGS
SPECIAL INSTRUCTIONS	HANDLE WITH CARE -- KEEP DRY DO NOT DROP -- DO NOT TILT				

FIG-3 : MARKING PLATE



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## PLYWOOD SHOOKS BOLT TYPE WITH SILVER OAK BATTONS

FRONT VIEW

SIDE VIEW

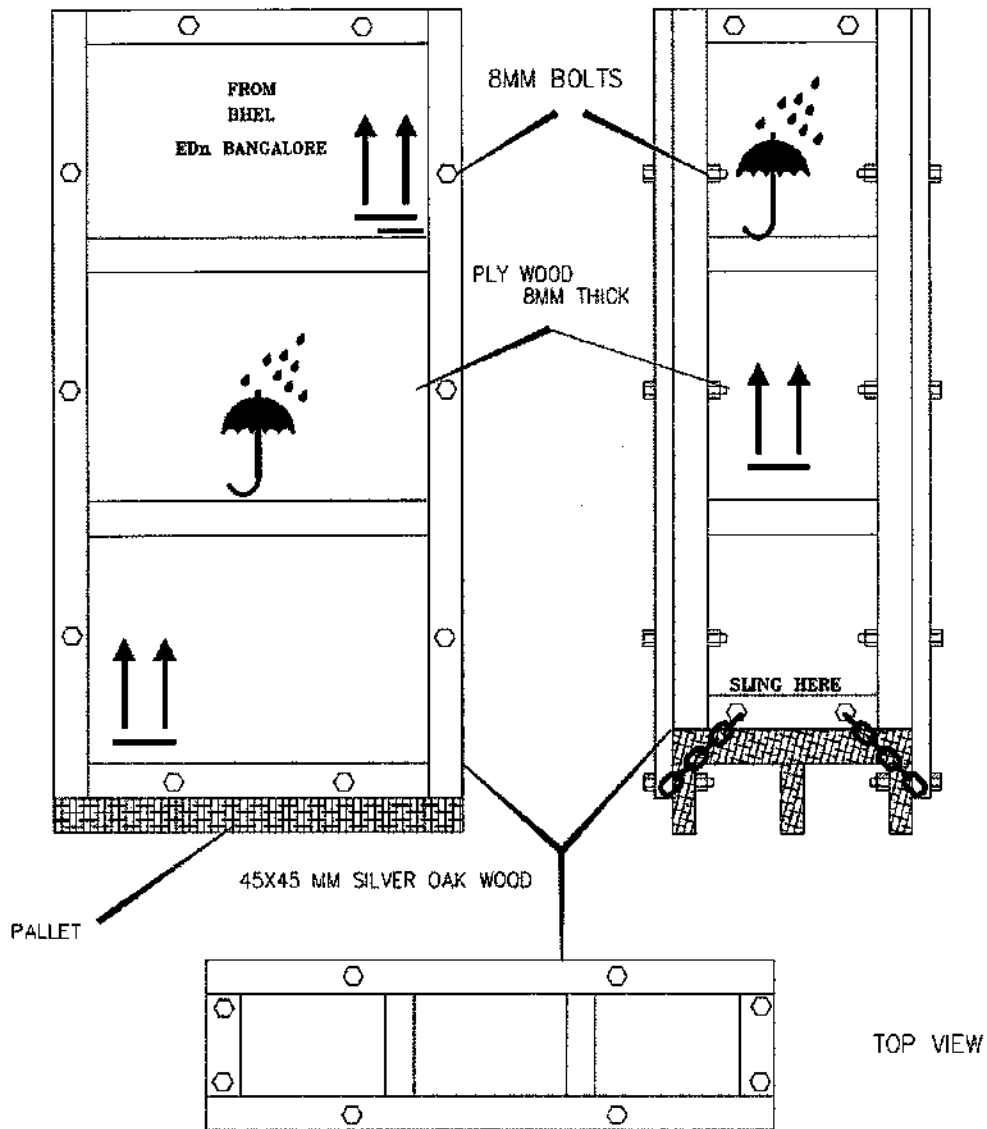


FIG-4



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LAP JOINTS

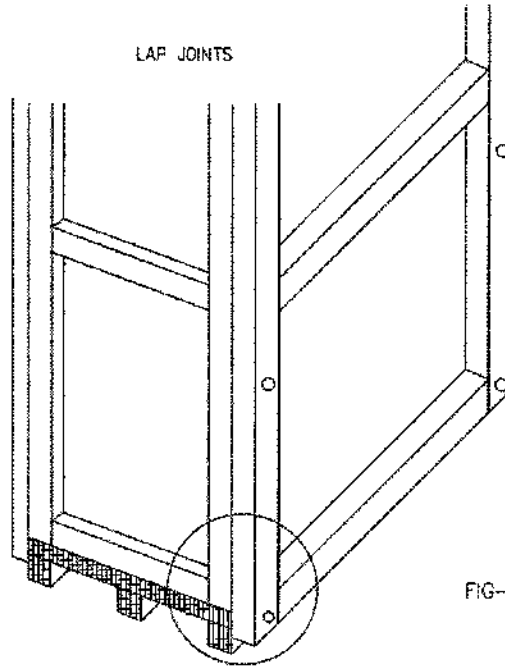
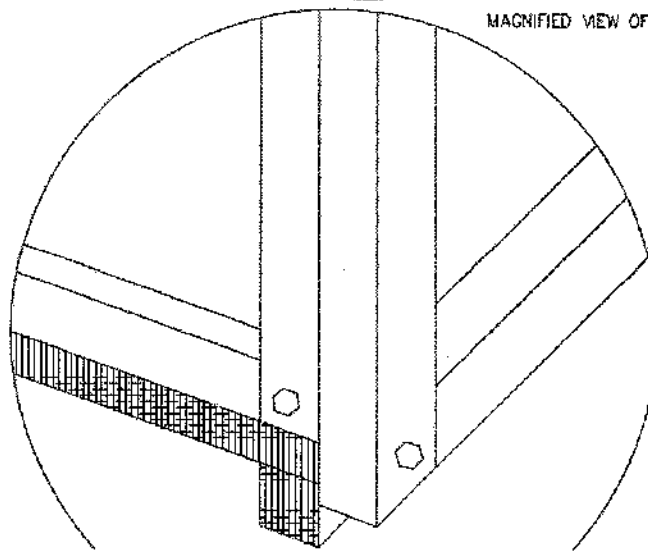


FIG-5

MAGNIFIED VIEW OF THE LAP JOINT







A4 - 14

# PLANT STANDARD

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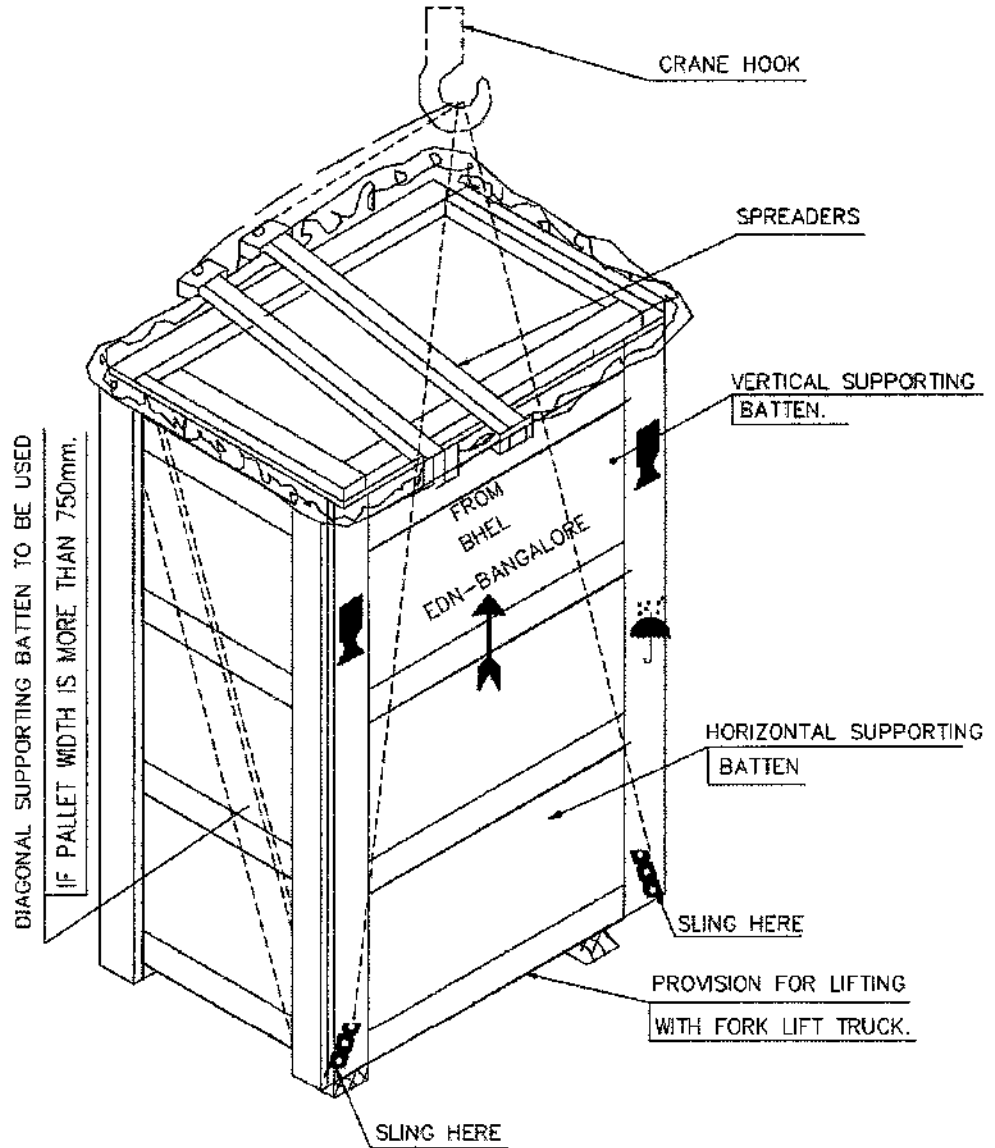


FIG-6 : LIFTING OF PACKED CASE





A4 - 14

# PLANT STANDARD

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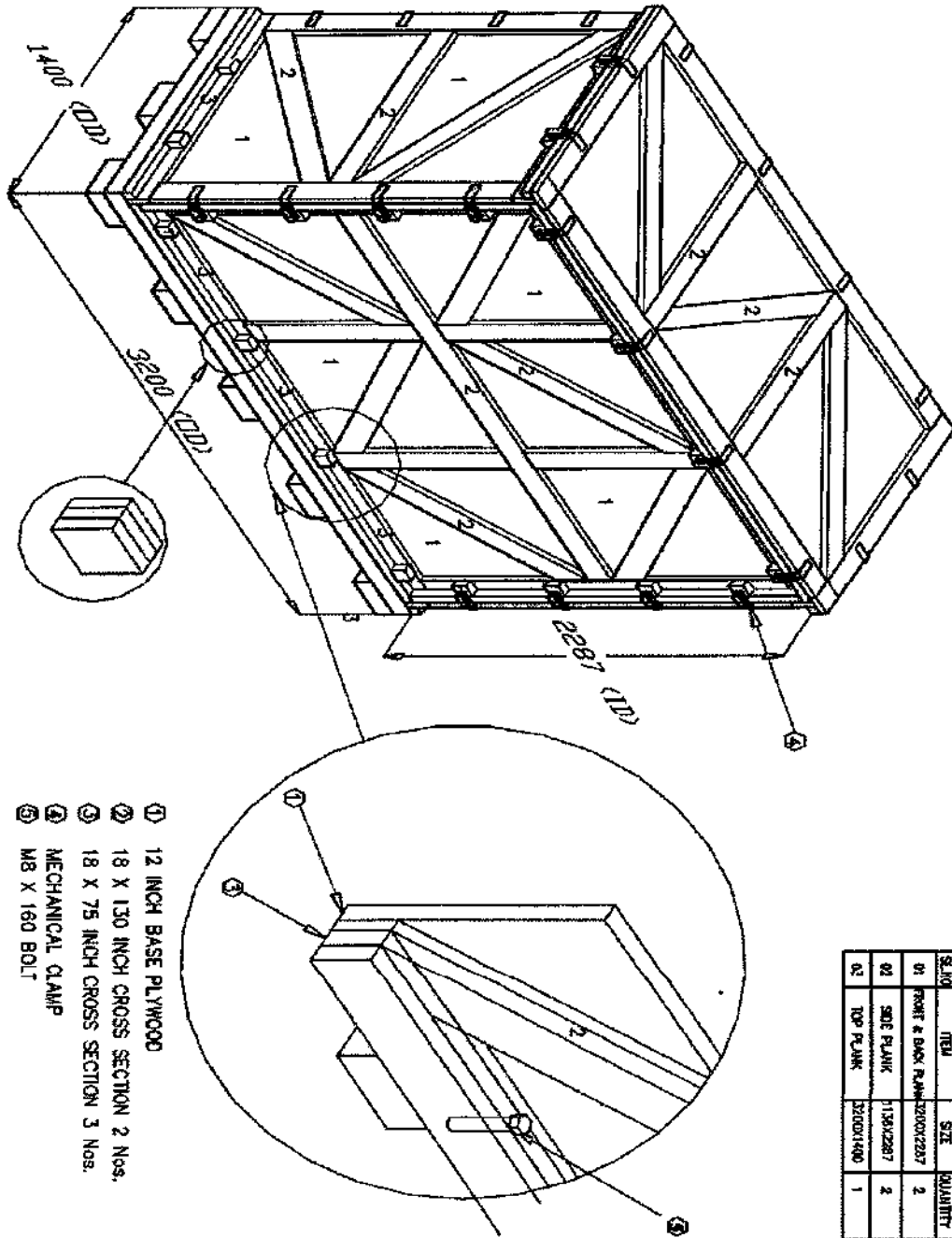


Fig - 8 : CLW Railway Panel Packing with Plywood & Plywood Support Battens



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# PLANT STANDARD

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**SUPPORT BATTEN DETAILS**

01. 45 X 45 MM CROSS SECTION
02. 12 PL BASE PLYWOOD SHEET
03. 100 X 75 MM CROSS SECTION FOR JOINTING PLYWOOD USED.

**NOTE:-**

1. PACKING AS PER STANDARD ED 049 00 92.
2. ALL CORNERS & PALET FIXING ARE BOLTED TYPE.
3. Timber Support battens (Silver oak wood) of suitable size & cross section to be used.

A Bolt & nut fixing

**CUSTOMER - CLW CHITARANJAN.**  
**PROJECT - WAGO AC 38 LICO ELECTRICS**

**SMART REAY ELECTRONICS LIMITED**  
**ELECTRICAL ENGINEERING**

**DATE: 08-11-2008**  
**SCALE: AS SHOWN**  
**BY: [Signature]**  
**CHECKED: [Signature]**  
**APPROVED: [Signature]**

**PLWOOD WITH SILVER OAK SUPPORT BATTENS**

**DATE: 08-11-2008**  
**SCALE: AS SHOWN**  
**BY: [Signature]**  
**CHECKED: [Signature]**  
**APPROVED: [Signature]**

**CLW Plywood + Silver oak battens PLS B-X**

**PACKING BOX FOR WAGO POWER CONVERTER**

**3 668 00 0002**

**NO. 10**

Fig - 9 : CLW Railways Panel Packing with Plywood & Silver Oak Battens



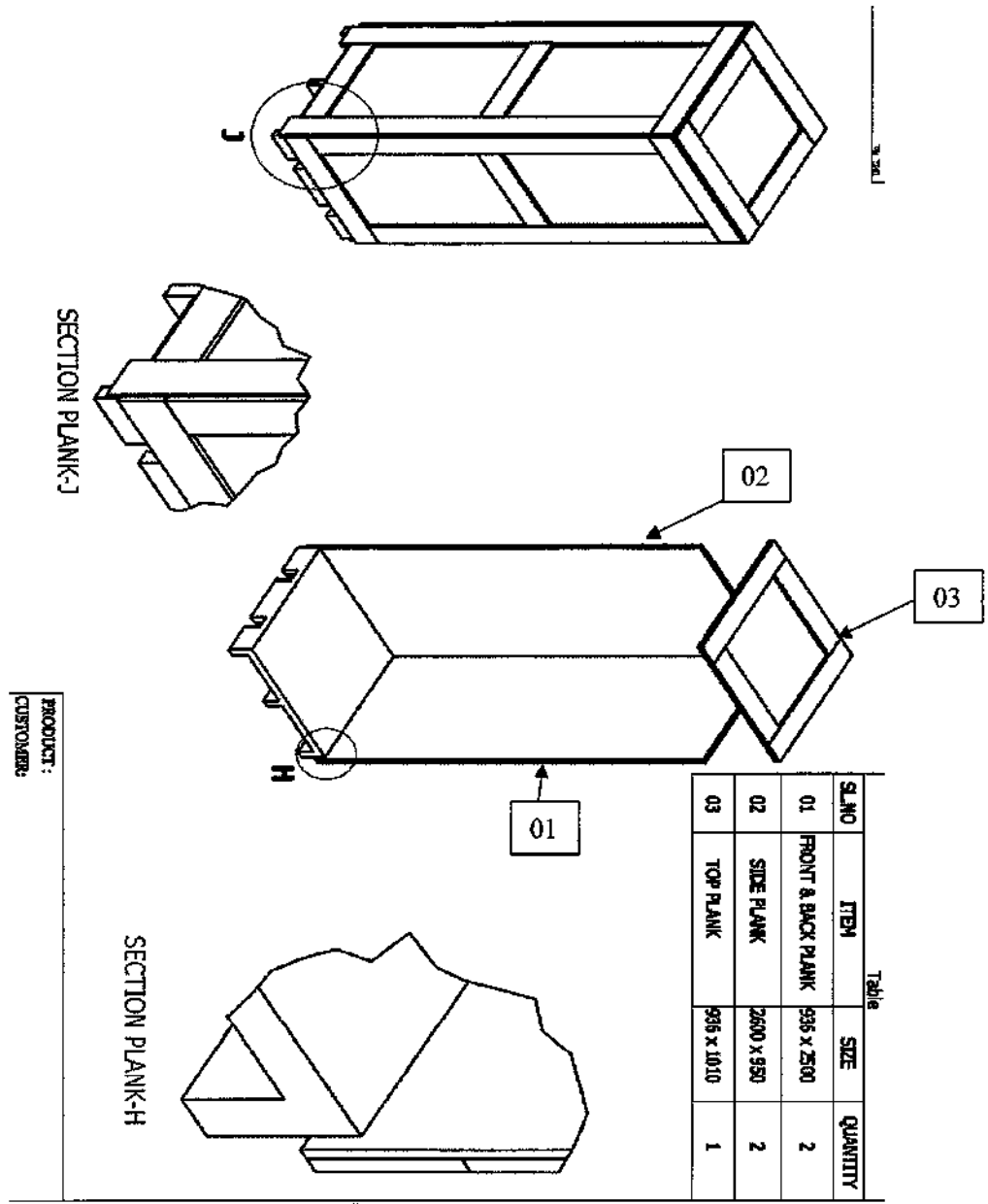
A4 - 14

**PLANT STANDARD**

ED 049 00 92

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**Fig-10 : Plywood Packing for Single Suit Panel.**



A4 - 14

# PLANT STANDARD

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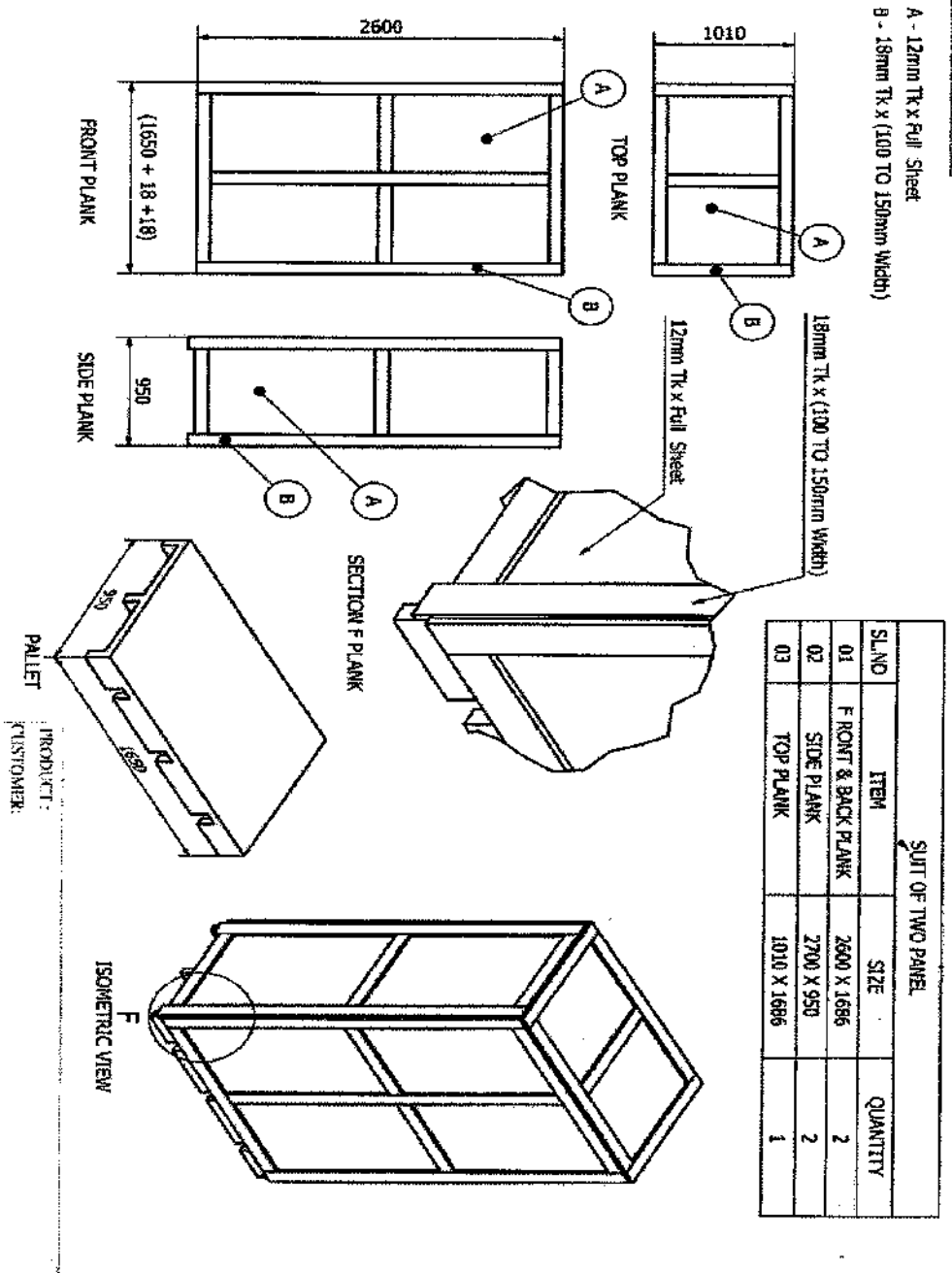


Fig - 11 : Plywood Packing for 2suit panel.



A4 - 14

# PLANT STANDARD

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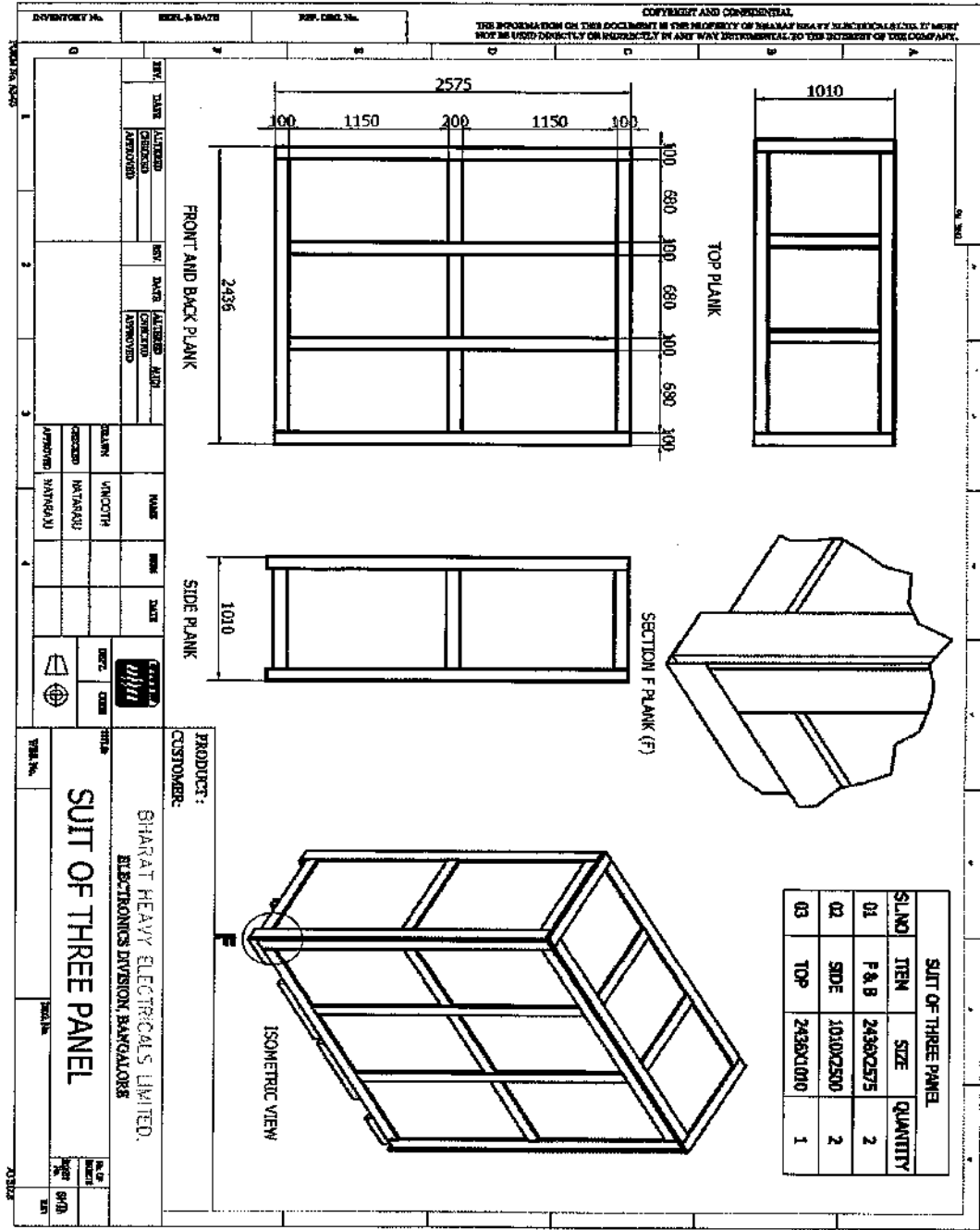


Fig - 12 : Three Suit Panel Packing



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**PLANT STANDARD**

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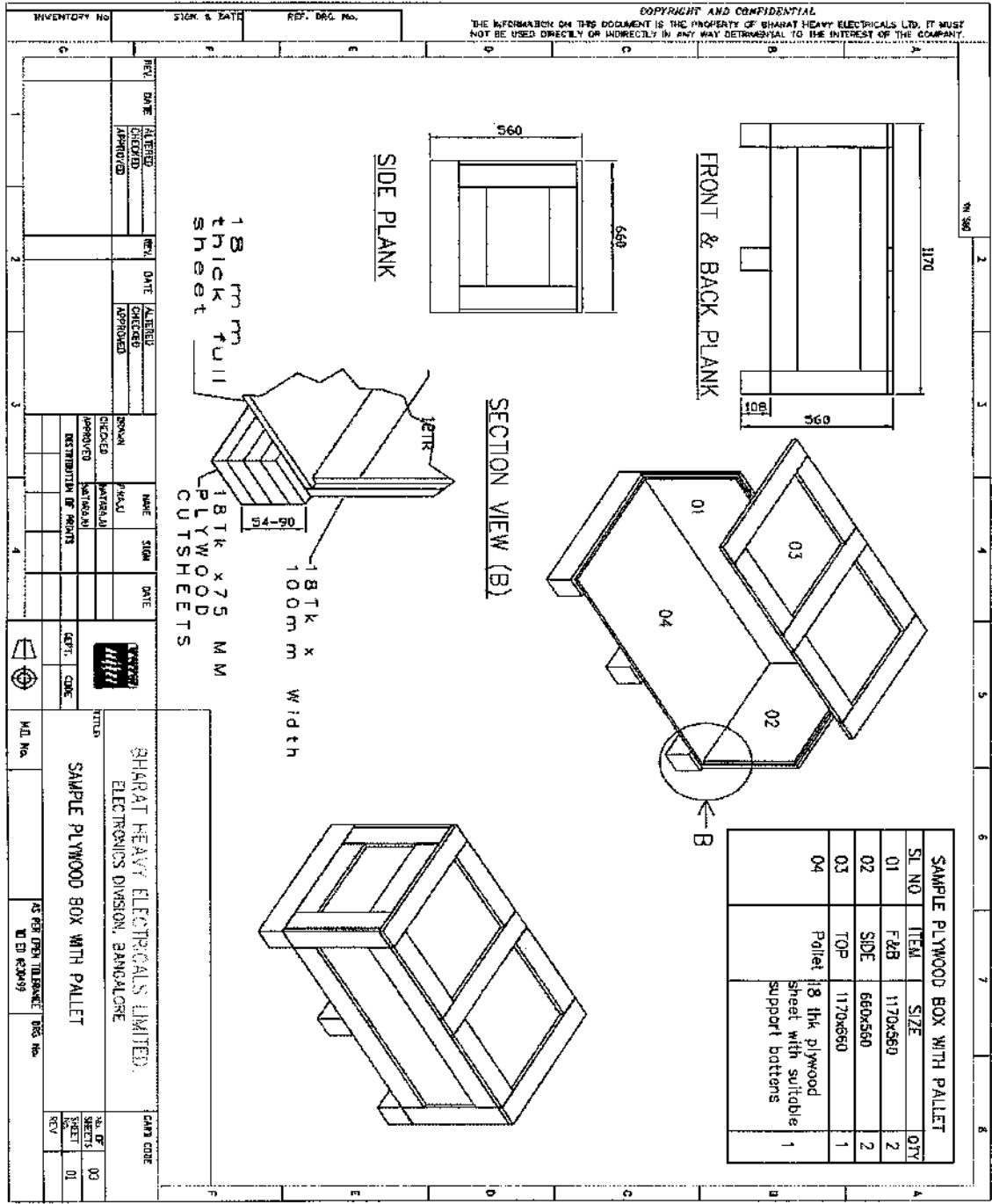



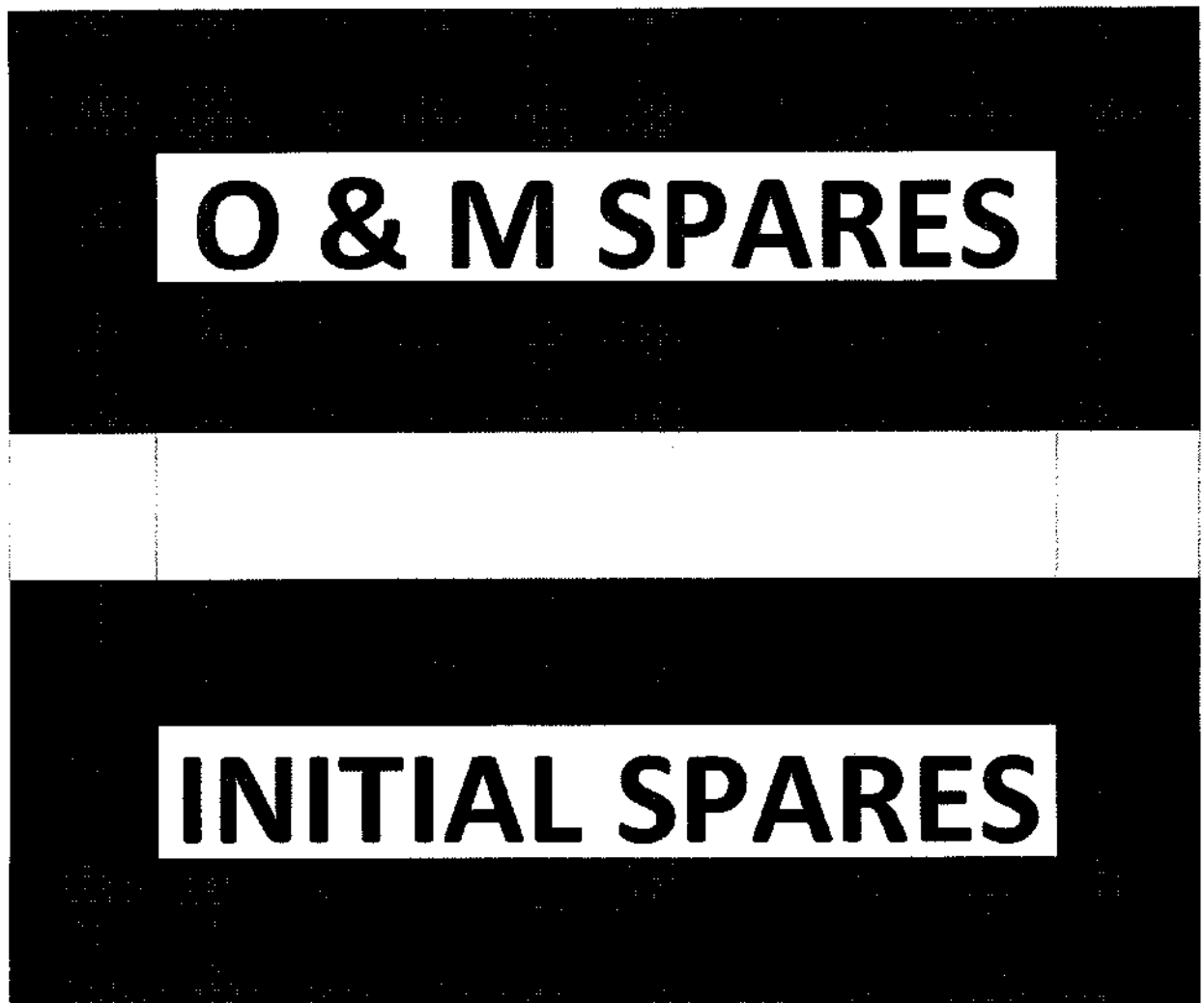
Fig - 13 : Plywood small case with Pallet



	<b>PLANT STANDARD</b>	ED 049 00 92 REV NO 05 Page 26 of 26
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**Easy spares [Initial and O&M ] Traceability and Identification at units and as well as at sites:**

Fig: 14





A4-10

## ANNEXURE – 1

REF. : CE/416/BON-FGD/MFT/PS

REV. NO. : 00

PAGE : 1 OF 1

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# SUB-SUPPLIER QUESTIONNAIRE

### ENCLOSURES:

- a) FORMAT No. QS-01-QAI-P-04/F2-R2 (2 PAGES)
- b) FORMAT NO. QS-01-QAI-P-04/F1-R3 (1 PAGE)



**CORPORATE QUALITY ASSURANCE**  
**MAIN CONTRACTOR'S PROPOSAL CUM EVALUATION REPORT**

Ref No:		Date:				
i.	Main Contractor					
ii.	Project					
iii.	Package Name	Package No				
iv.	Proposed Item/Scope of Sub-contracting					
v.	Item covered under	Schedule-1	As per contract clause No-			
		Schedule-2				
vi.	If item is Schedule-1 and proposed sub-vendor is indigenous, Main Contractor to explain how the contractual provisions will be fulfilled					
vii.	Name and Address of the proposed Sub-vendor's works					
viii.	PO placement date/ Start of manufacturing (if self-manufactured) as per L2 network					
ix.	Item Description (Type/Size/Rating/Scope of Sub-Contracting)	Total quantity of proposed item envisaged in this package (Nos/ Running Meters/ Kgs/ Tons etc)	Quantity proposed to be procured from proposed sub-vendor (Nos/ Running Meters /Kgs /Tons etc)	Timeline for quantity requirements as per project schedule & whether the proposed Sub-vendor equipped with adequate capacity to supply proposed order quantity in time		
x.	Supply experience of the proposed sub-vendor (including supplies to Main Contractor, if any) for similar item/scope of sub-contracting, for last 3 years ( <i>Note:- Only relevant experience details w.r.t. proposed item/scope of subcontracting to be brought out here</i> )					
	Project/Package	Customer Name	Supplied Item (Type/Rating/Model /Capacity/Size etc)	PO ref no/date	Supplied Quantity	Date of Supply
We confirm that as per our assessment, the proposed sub-vendor has requisite capabilities & supply experience and is suitable for supplying the proposed item/scope of sub-contracting.						
Name:	Desig:	Sign:	Date:			

Company's Seal/Stamp:-

Format No. : QS-01-QAI-P-04/F1-R3

1/1

Engg. div./QA&I



**CORPORATE QUALITY ASSURANCE**  
**SUB-VENDOR QUESTIONNAIRE**

<b>i.</b>	<b>Item/Scope of Sub-contracting</b>			
<b>ii.</b>	<b>Address of the registered office</b>	<b>Details of Contact Person</b> (Name, Designation, Mobile, Email)		
<b>iii.</b>	<b>Name and Address of the proposed Sub-vendor's works where item is being manufactured</b>	<b>Details of Contact Person:</b> (Name, Designation, Mobile, Email)		
<b>iv.</b>	<b>Annual Production Capacity for proposed item/scope of sub-contracting</b>			
<b>v.</b>	<b>Annual production for last 3 years for proposed item/scope of sub-contracting</b>			
<b>vi.</b>	<b>Details of proposed works</b>			
1.	<b>Year of establishment of present works</b>			
2.	<b>Year of commencement of manufacturing at above works</b>			
3.	<b>Details of change in Works address in past (if any)</b>			
4.	<b>Total Area</b>			
	<b>Covered Area</b>			
5.	<b>Factory Registration Certificate</b>	<b>Details attached at Annexure – F2.1</b>		
6.	<b>Design/ Research &amp; development set-up</b> (No. of manpower, their qualification, machines & tools employed etc.)	<b>Applicable / Not applicable if manufacturing is as per Main Contractor/purchaser design</b> <b>Details attached at Annexure – F2.2</b> (if applicable)		
7.	<b>Overall organization Chart with Manpower Details</b> (Design/Manufacturing/Quality etc)	<b>Details attached at Annexure – F2.3</b>		
8.	<b>After sales service set up in India, in case of foreign sub-vendor</b> (Location, Contact Person, Contact details etc.)	<b>Applicable / Not applicable</b> <b>Details attached at Annexure – F2.4</b>		
9.	<b>Manufacturing process execution plan with flow chart indicating various stages of manufacturing from raw material to finished product including outsourced process, if any</b>	<b>Details attached at Annexure – F2.5</b>		
10.	<b>Sources of Raw Material/Major Bought Out Item</b>	<b>Details attached at Annexure – F2.6</b>		



**CORPORATE QUALITY ASSURANCE**  
**SUB-VENDOR QUESTIONNAIRE**

11.	Quality Control exercised during receipt of raw material/BOI, in-process , Final Testing, packing	Details attached at Annexure – F2.7			
12.	Manufacturing facilities (List of machines, special process facilities, material handling etc.)	Details attached at Annexure – F2.8			
13.	Testing facilities (List of testing equipment)	Details attached at Annexure – F2.9			
14.	If manufacturing process involves fabrication then-	Applicable / Not applicable			
	List of qualified Welders	Details attached at Annexure – F2.10			
	List of qualified NDT personnel with area of specialization	(if applicable)			
15.	List of out-sourced manufacturing processes with Sub-Vendors' names & addresses	Applicable / Not applicable			
		Details attached at Annexure. –F2.11 (if applicable)			
16.	Supply reference list including recent supplies	Details attached at Annexure – F2.12 (as per format given below)			
<i>Project/ package</i>	<i>Customer Name</i>	<i>Supplied Item (Type/Rating/Model /Capacity/Size etc)</i>	<i>PO ref no/date</i>	<i>Supplied Quantity</i>	<i>Date of Supply</i>
17.	Product satisfactory performance feedback letter/certificates/End User Feedback	Attached at annexure - F2.13			
18.	Summary of Type Test Report (Type Test Details, Report No, Agency, Date of testing) for the proposed product (similar or higher rating) Note:- Reports need not to be submitted	Applicable / Not applicable  Details attached at Annexure – F2.14 (if applicable)			
19.	Statutory / mandatory certification for the proposed product	Applicable / Not applicable  Details attached at Annexure – F2.15 (if applicable)			
20.	Copy of ISO 9001 certificate (if available)	Attached at Annexure – F2.16			
21.	Product technical catalogues for proposed item (if available)	Details attached at Annexure – F2.17			
<b>Name:</b> _____ <b>Desig:</b> _____ <b>Sign:</b> _____ <b>Date:</b> _____					

Company's Seal/Stamp:-



ಭಾರತ್ ಹೆವಿ ಎಲೆಕ್ಟ್ರಿಕಲ್ಸ್ ಲಿಮಿಟೆಡ್  
भारत हेवी इलेक्ट्रिकल्स लिमिटेड

Page 1 of 4

Bharat Heavy Electricals Ltd.,  
(A Government of India undertaking)  
Electronics Division

PB 2606 , Mysore Road Bangalore , 560026 INDIA

CE: PR: 003- Rev 00

**SPECIAL COMMERCIAL CONDITIONS OF CONTRACT**

Reference is brought to BHEL's Instructions to Bidders (Document Ref: CE: PR: 001- Rev 01) and General Commercial Conditions for Contract (Document Ref: CE: PR: 002- Rev 01) which are also sent along with the RFQ. These two documents along with Special Conditions of Contract annexed to this RFQ will form an integral part of the contract as and when the RFQ culminates into a Purchase Order / Contract.

RFQ No: SAM0000203 RFQ Date: 14.02.2018 Due Date: 26.02.2018 Project: FGD-BONGAIGOAN (3X250 MW) TPP.

Item Description: Electro-Magnetic Flow Transmitter

TYPE OF BID: SINGLE PART BID / TWO PART BID / THREE PART BID

Purchase Executives: Ms. Sarita Mohapatra or Mr. Umapathi K.

E-mail IDs:- sarita@bheledn.co.in & umapathi@bheledn.co.in

E-tendering: Applicable-/ Not Applicable.

Reverse Auction: Not Applicable / Will be intimated during commercial clarifications to technically acceptable vendors.

In case BHEL does not resort to Reverse Auction, the price bids and price impacts (if any) shall be opened as per BHEL's standard practice.

Splitting of tendered quantity to MSE vendors: The tendered quantity will /will not be split to MSE vendors subject to submission of relevant documents by vendors. Refer clause H of Instructions to Bidders for conditions applicable and for information on documents to be submitted.

Destination: Items are to be directly despatched to BHEL's Site Office or Stores/Customer's Stores located in BHEL EDN, BANGALORE. Road Permit, if applicable, will be issued by BHEL along with Despatch Clearance.

**Project Benefits:**

**Imported scope of supply:**

- DEEC / EPCG/DFIA contract: Eligible for "NIL" Basic Customs Duty.
- Physical Export project: Eligible for exemption of Customs Duty and GST.
- Project Imports: Eligible for Concessional Basic Custom Duty.
- Basic Custom duty and Cess on Basic Custom duty are reimbursable by customer.

**Terms of Delivery:**

Indicate station of despatch: \_\_\_\_\_

Indicate place of manufacturing (wherever applicable): \_\_\_\_\_

- Indigenous scope of supply: Ex-works (including Packing & Forwarding charges but excluding Taxes & Duties): \_\_\_\_\_

- Imported scope of supply: F.C.A. (for air consignments) /F.O.B. (for sea consignments)

(Including Packing, Forwarding, Handling, Ancillary charges like processing of Sight Draft/ Letter of Credit, negotiation of bank Documents, Export declaration, Country of Origin etc.): \_\_\_\_\_

Kindly indicate the approximate weight of the total consignment for the imported portion of the subject item. This is required for calculating freight charges to the Project Site. \_\_\_\_\_ Kgs.

**Also indicate the following:**

a) Works address \_\_\_\_\_

b) Office address \_\_\_\_\_

c) In the event of your company being the lowest bidder, PO to be placed on works or office address. \_\_\_\_\_

S NO.	TERMS	BHEL ACCEPTABLE TERM	BIDDER'S CONFIRMATION	DEVIATION IF ANY
01	Validity	The offer will be valid for a period of 120 days from the date of technical bid opening.	AGREE	
02	Goods and Services Tax	Please indicate current rate of GST, HSN Number of the quoted goods and GSTIN Number of the billing location.  However, reimbursement of GST shall be at actuals against proof of Tax Invoice only. (Within contractual delivery).	APPLICABLE / NOT APPLICABLE  Present rate of GST .....%  HSN Number .....  GSTIN Number .....	
03	Octroi	If applicable, indicate current rate of Octroi.	AGREE Present Octroi rate .....%	
04	Freight Charges (for indigenous scope of supply)	Freight charges shall be to vendor's account.  Quote lump sum reasonable Freight charges separately in priced offer, clearly indicating the applicable taxes.  Vendor's offer will be evaluated on "Total cost basis" including freight charges.  Vendor shall book the consignment through their approved Road carriers on "Freight pre-paid" and door delivery consignee copy attached basis. Freight charges to be claimed from BHEL along with POD (Proof of Delivery) on original L/R.	AGREED And quoted as lumpsum amount in price bid.  Applicable Tax ____% (extra in freight charges)	
05	Tax on E&C and Training Charges	Please indicate current rate of GST applicable, SAC (Service Accounting Code No.) and GSTIN Number of place of supply of service.  However, reimbursement of GST shall be at actuals against proof of Tax Invoice only. (Within contractual delivery).	APPLICABLE / NOT APPLICABLE  Present rate of GST .....%  SAC Number .....  GSTIN Number .....	
06	Parting of license for imported raw materials	In case of Mega project, Ultra-Mega project and Physical Export project where Custom Duty and Excise Duty are NIL and vendor is importing any raw materials / components for the enquired item, same are eligible for Zero Customs duty. As per EXIM policy, BHEL will part the import licence with the vendors to obtain import licence by themselves and custom clear the raw materials/ components by availing zero customs duty. Hence, please furnish list of raw materials / components to be imported by you with Quantity and CIF value (for which BHEL has to share import licence). The benefit due to the above shall be passed on to BHEL and confirmed in the quotation.  If there are no imported raw materials/components, same shall be confirmed in the offer.	AGREE  —CIF value .....  <b>Yes, benefit passed on to BHEL in the price quotation.</b>  <b>We confirm that there are no imported components.</b>	
07	Delivery Period	Within 08 weeks from the date of issue of approved documents or manufacturing clearance by BHEL, whichever is later.	AGREE  ..... weeks	
08	Guarantee/Warranty	24 months from the date of delivery of goods or 18 months from the date of commissioning of goods, whichever is earlier.	AGREE	





14	<b>Despatch Documents</b>	<p>Complete set of despatch documents (original + 1 photocopy set) as per Purchase Order shall be forwarded to BHEL directly.</p> <p>Depending upon the project/customer demands, despatch documents may include one or more documents from the following:</p> <p>Original GST Invoice, Original Lorry Receipt (L/R), Signed Packing List, Air Way Bill (AWB), Country of origin certificate, Warranty Certificate, Insurance Intimation letter, NIL Short Shipment Certificate, Original Performance Bank Guarantee (directly from issuing bank to BHEL), POD (Proof of Delivery) on original L/R, Disclaimer Certificate (as per BHEL format attached as Annexure XI) along with ER-1 form &amp; attested excise invoice (as per project demands like Nuclear Power plant) etc.</p> <p><b>The precise list of despatch documents needed for a particular project will be specified in the Purchase Order.</b></p> <p>One set of Invoice, Packing List and L/R or AWB shall be e-mailed/faxed immediately to BHEL-EDN after despatch.</p>	<b>AGREE</b>	
15	<b>O &amp; M Manuals</b>	<p>As built Drawings, O &amp; M Manuals and other approved documents shall be furnished in required no. of sets as per Specification/Purchase Order.</p> <p>Note: Supply of above documents (O&amp;M) in required no. of sets along with material shall be indicated in packing list. If not mentioned BHEL may insist for submission in required sets once again.</p>	<b>AGREE</b>	
16	<b>Evaluation criteria for tendered item</b>	<b>Items will not be split on item wise lowest offer. Items to be evaluated and procured as a package.</b>	<b>AGREE</b>	
17	<b>Integrity Commitment</b>	Integrity commitment will be applicable in the tender process and execution of contracts as mentioned in clause "1" of Instructions to Bidders.	<b>AGREE</b>	

***With this, it is inferred that vendor has understood and accepts all terms & conditions as indicated in Instructions to Bidders (Document Ref: CE: PR: 001- Rev 01) & General Commercial Conditions for Contract (Document Ref: CE: PR: 002- Rev 01).***

**VENDOR'S SIGNATURE WITH SEAL**

***NOTE: 1) The above filled-in and signed-sealed document shall be furnished as part of Part-I Bid without fail. If no deviations are brought, it will be treated as if all terms and conditions of this enquiry are accepted by vendor without any deviation.***

***2) For EPS tenders, bidder should also necessarily fill the corresponding columns of "SPECIAL COMMERCIAL CONDITIONS OF CONTRACT" in EPS portal and the confirmation provided by bidder against these commercial terms in EPS portal will only be considered by BHEL.***



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 भारत हेवी इलेक्ट्रिकल्स लिमिटेड

**Bharat Heavy Electricals Ltd.,**  
**(A Government of India undertaking)**  
**Electronics Division**

PB 2606 , Mysore Road Bangalore , 560026 INDIA

CE:PR:001- Rev 01

**INSTRUCTIONS TO BIDDERS (Common for all RFQs)**

**Bidder is requested to read the instructions carefully and submit their quotation taking into consideration of all the points:**

**A. GENERAL INSTRUCTIONS:**

1. Any Purchase Order resulting from this enquiry shall be governed by the Instructions to Bidders (document reference: CE: PR: 001 – Rev 01), General Conditions of Contract (document reference: CE: PR: 002 - Rev 01) and Special Conditions of Contract, if any, of the enquiry.
2. Any deviations from or additions to the “General Conditions of Contract” or “Special Conditions of Contract” require BHEL’s express written consent. The general terms of business or sale of the bidder shall not apply to this tender.
3. Bidders (also includes the term suppliers / contractors wherever used in this document) are instructed to quote their most competitive price and best delivery, etc. in the offer. Prices should be indicated in both figures & words (**Please also refer clause 12 under section B**)
4. Regret letter (either through post or by mail or by EPS) indicating reasons for not quoting must be submitted without fail, in case of non-participation in this tender. If a bidder fails to respond against 3 consecutive tenders for the same item, he shall be liable for removal as a registered vendor of BHEL.
5. Procurement directly from the manufacturers shall be preferred. However, if the OEM/ Principal insist on engaging the services of an agent, such agent shall not be allowed to represent more than one manufacturer/ supplier in the same tender. Moreover, either the agent could bid on behalf of the manufacturer/ supplier or the manufacturer/ supplier could bid directly but not both. In case bids are received from the manufacturer/ supplier and his agent, bid received from the agent shall be ignored.
6. Consultant / firm (and any of its affiliates) shall not be eligible to participate in the tender/s for the related goods for the same project if they were engaged for consultancy services for the same project.
7. If an Indian representative/associate/liaison office quotes on behalf of a foreign based bidder, such representative shall furnish compulsorily the following documents:
  - a. Authorization letter to quote and negotiate on behalf of such foreign-based bidder.
  - b. Undertaking from such foreign based bidder that such contract will be honored and executed according to agreed scope of supply and commercial terms and conditions.
  - c. Undertaking shall be furnished by the Indian representative stating that the co-ordination and smooth execution of the contract and settlement of shortages/damages/replacement/repair of imported scope till system is commissioned and handed over to customer will be the sole responsibility of the Indian representative/associates/agent/liaison office.
  - d. Refer **Annexure I** on “Guidelines for Indian Agents”.
8. In case of imported scope of supply, customs clearance & customs duty payment will be to BHEL account after the consignment is received at Indian Airport /Seaport. Bidders must provide all original documents

required for completing the customs clearance along with the shipment. Warehousing charges due to incomplete or missing documentation will be recovered from the supplier's bill. All offers for imported scope of supply by air, must be made from any of the gateway ports (within the country) indicated (**Refer Annexure II**).

9. The offers of the bidders who are on the banned list and also the offers of the bidders, who engage the services of the banned firms, shall be rejected. The list of the banned firms is available on BHEL website: **www.bhel.com**
10. Business dealings with bidders will be suspended if they are found to have indulged in any malpractices/misconduct which are contrary to business ethics like bribery, corruption, fraud, pilferage, cartel formation, submission of fake/false/forged documents, certificates, information to BHEL or if they tamper with tendering procedure affecting the ordering process or fail to execute a contract, or rejection of 3 consecutive supplies or if their firms / works are under strike/lockout for a long period. Bidder may refer "Guidelines for Suspension of Business Dealings with Suppliers/ Contractors" available on [www.bhel.com](http://www.bhel.com) for more details.

#### **B. GUIDELINES FOR PREPARATION OF OFFER:**

1. Quotation shall be submitted in Single Part Bid, Two Part Bid or Three Part Bid, as called for in the tender:
  - **SINGLE PART BID:** Technical and Commercial Bid with prices along with price summary & filled in BHEL Standard Commercial terms and conditions in a single sealed envelope.
  - **TWO PART BID:** Unpriced offer i.e. "Techno-commercial Bid" with filled in BHEL Standard Commercial terms and conditions in a sealed envelope **along with the copy of the "Price Bid" without the prices** should be enclosed in one cover and the cover must be super scribed "**Techno-commercial offer**) and Priced offer i.e. "Price Bid" containing price summary in a separate sealed envelope and must be super scribed "**Price Bid**". Both these envelopes shall be enclosed in a single sealed envelope superscribed with enquiry number, due date of tender and any other details as called for in the tender document.
  - **THREE PART BID:** Pre-qualification Bid (Part-I), Techno Commercial Bid with filled in BHEL Standard Commercial terms and conditions (Part-II), and Price Bid (Part-III). All three envelopes shall be enclosed in a single sealed envelope superscribed with enquiry number, due date of tender and any other details as called for in the tender document.

If any of the offers (Part I, Part II or Part III) are not submitted before the due date and time of submission (or) if any part of the offer is incomplete, the entire offer of the bidder is liable for rejection.

2. Supplier shall ensure to superscribe each envelope with RFQ number, RFQ Date, RFQ Due date and time, Item Description and Project clearly & boldly. Also mention on the envelope whether it is "Techno Commercial Bid" or "Price Bid" or "Pre-Qualification Bid". Please ensure complete address, department name and purchase executive name is mentioned on the envelope (before dropping in the tender box or handing over) so that the tender is available in time for bid opening.
3. BHEL standard Commercial Terms and Conditions (duly filled, signed & stamped) must accompany Technical-Commercial offer without fail and should be submitted in original only. Xerox copy will not be accepted.

The above indicated submission of Offers in "sealed envelope/hard copy" as mentioned in points B.1-B.3 is applicable for tenders that are not floated through EPS.

4. Validity: Unless otherwise specified in SCC (special commercial conditions of contract), the original offer will be valid for a period of 120 days from the date of technical bid opening.

5. Any of the terms and conditions not acceptable to supplier, shall be explicitly mentioned in the Techno-Commercial Bid. If no deviations are brought out in the offer it will be treated as if all terms and conditions of this enquiry are accepted by the supplier without deviation.
6. Deviation to this specification/item description, if any, shall be brought out clearly indicating "DEVIATION TO BHEL SPECIFICATION" without fail, as a part of Techno-Commercial Bid. If no deviations are brought out in the offer it will be treated as if the entire specification of this enquiry is accepted without deviation.
7. Suppliers shall submit one set of original catalogue, datasheets, bill of materials, dimensional drawings, mounting details and/or any other relevant documents called in purchase specification as part of Technical Bid.
8. "Price Bid" shall be complete in all respects containing price break-up of all components along with all applicable taxes and duties, freight charges (if applicable) etc. Once submitted no modification / addition / deletion will be allowed in the "Price Bid." Bidders are advised to thoroughly check the unit price, total price to avoid any discrepancy.
9. In addition, bidder shall also quote for erection & commissioning charges/erection supervision & commissioning charges (E&C/service charges) if & as applicable, documentation charges, testing Charges (type & routine), training charges etc. as applicable along with corresponding tax. The price summary must indicate all the elements clearly.
10. Vendors should indicate "lumpsum" charges (including To & Fro Fare, Boarding, Lodging, Local Conveyance etc.) for carrying out Erection and Commissioning (or) Erection Supervision and Commissioning, as applicable and further handing over to customer. The quotation shall clearly indicate scope of work, likely duration of commissioning, pre-commissioning checklist and service tax (if any).
11. Wherever bidders require PAC (Project Authority Certificate)/applicable certificates for import of raw materials, components required for DECC,EPCG Power Projects, Export Projects or other similar projects wherein supplies are eligible for customs duty benefits, lists and quantities of such items and their values (CIF) has to be mentioned in the offer. Prices must be quoted taking into account of such benefits.
12. All quotations shall be free from corrections/overwriting. Corrections if any should be authenticated with signature and seal. Any typographical error, totaling mistakes, currency mistake, multiplication mistake, summing mistakes etc. observed in the price bids will be evaluated as per **Annexure III** "Guidelines for dealing with Discrepancy in Words & Figures – quoted in price bid" and BHEL decision will be final.
13. Documents submitted with the offer shall be signed and stamped in each page by authorized representative of the bidder. This clause is not mandatory for offers uploaded through E-Procurement System(EPS).

### **C. GUIDELINES FOR OFFER SUBMISSION:**

1. Offers / Quotations must be dropped in tender box before 13.00 Hrs. on or before due date mentioned in RFQ.The offers are to be dropped in the proper slot of the Tender Box kept in our reception area with caption "CE, SC&PV, DEFENCE."Tenders are opened on 3 days in a week (Monday/Wednesday/Friday). Tender must be deposited in the slot corresponding to the day (Monday - Box no.4/Wednesday - Box no. 6 /Friday - Box no.8) while depositing the offer (Dropping of offers in tender box is not applicable for EPS tenders).
2. E-Mail/ Internet/EDI offers received in time shall be considered only when such offers are complete in all respects. In case of offers received through E-mail, please send the offer to the email ID specified in the SCC document of the tender (This clause will not be applicable for EPS tenders).
3. In cases where tender documents are bulky, or due to some reasons tender documents are required to be submitted by hand or through posts/couriers, the offers are to be handed over either of the two officers whose names are mentioned in the SCC document of tender RFQ. (This clause will not be applicable for EPS tenders).

4. Tenders will be opened on due date, time and venue as indicated in the RFQ in the presence of bidders at the venue indicated in the RFQ. For EPS tenders, e-mail notifications will be automatically generated and forwarded to registered e-mail ID/s of bidders during opening of tenders.
5. Vendor will be solely responsible:
  - a. For submission of offers before due date and time. Offers submitted after due date and time will be treated as "Late offers" and will be rejected.
  - b. For submission of offers in the correct compartment of the tender box based on the day of due date (Monday/Wednesday/Friday). Please check before dropping your offer in the correct tender box.
  - c. For depositing offers in proper sealed condition in the tender box. If the bidder drops the tender in the wrong tender box (or) if the tender document is handed over to the wrong person, BHEL will not be responsible for any such delays.
  - d. For offers received through email etc., suppliers are fully responsible for lack of secrecy on information and ensuring timely receipt of such offers in the tender box before due date & time (This clause will not be applicable for EPS tenders).

The above indicated submission of Offers as mentioned in points 5.a-5.d is applicable for tenders that are not floated through EPS.

- e. In case of e-tender, all required documents should be uploaded before due date and time. Availability of power, internet connections, system/software requirements etc. will be the sole responsibility of the vendor. Wherever assistance is needed for submission of e-tenders, help-line numbers as available in the web-site of service provider of BHEL may be contacted.

**Purchase Executive/ BHEL shall not be responsible for any of the activities relating to submission of offer.**

#### **D. PROCESSING OF OFFERS RECEIVED:**

1. Any discount/ revised offer submitted by the supplier on its own shall be accepted provided it is received on or before the due date and time of offer submission (i.e. Part-I bid). The discount shall be applied on pro-rata basis to all items unless specified otherwise by the bidder.
2. Changes in offers or Revised offers given after Part-I bid opening shall not be considered as a part of the original offer unless such changes/revisions are requested by BHEL.
3. In case there is no change in the technical scope and/ or specifications and/ or commercial terms & conditions, the supplier will not be allowed to change any of their bids after Technical bids are opened (after the due date and time of tender opening).
4. In case of changes in scope and/ or technical specifications and/ or commercial terms & conditions by BHEL and it accounts for price implications from vendors, all techno-commercially acceptable bidders shall be asked by BHEL (after freezing the scope, technical specifications and commercial terms & conditions) to submit the impact of such changes on their price bid. Impact price will be applicable only for changes in technical specification / commercial conditions by BHEL. The impact price must be submitted on or before the cut-off date specified by BHEL and the original price bid and the price impact bid will be opened together at the time of price bid opening.
5. BHEL EDN reserves the right to adopt Reverse Auction or standard Price Bid Opening procedure for price evaluation, at its discretion. This shall be decided after completion of techno-commercial evaluation of tender. **(Refer BHEL website [www.bhel.com](http://www.bhel.com) for Guidelines of Reverse Auction)**. In case BHEL does not resort to Reverse Auction, the price bids and price impacts (if any) already submitted and available with BHEL shall be opened as per BHEL's standard practice.
6. Un-opened bids (including price bids) will be returned to the respective bidders after release of Purchase order. Regarding Offers for EPS tenders that get rejected on PQC/ techno-commercial grounds, the bids for

the subsequent parts will not be opened i.e., both technical bid and price bid (Parts-II & III) will not be opened in case of rejection on PQC ground and price bid (Part-II/Part-III, as applicable) will not be opened in case of rejection on techno-commercial ground.

7. After receipt of Purchase Order, supplier should submit required documents viz., specified drawings, bill of materials, datasheets, catalogues, quality plan, test procedure, type test report, O & M Manuals and/or any other relevant documents as per Specification/Purchase Order, as and when required by BHEL/Customer.
8. Any deviation to the terms and conditions not mentioned in the quotation by supplier in response to this enquiry will not be considered, if put forth subsequently or after issue of Purchase Order, unless clarification is sought for by BHEL EDN and agreed upon in the Purchase Order.
9. Evaluation shall be on the basis of delivered cost (i.e. "Total Cost to BHEL").  
"Total Cost to BHEL" shall include total basic cost, packing & forwarding charges, taxes and duties (if & as applicable), freight charges, taxes on Services, customs clearance charges for imported items, any other cost indicated by bidder for execution of the contract and loading factors (for non-compliance to BHEL Standard Commercial Terms & Conditions). Benefits arising out of Nil Import Duty on DEEC, EPCG, DFIA Projects, Physical Exports or such 100% exemptions (statutory benefits), project imports, customer reimbursements of statutory duties (like Basic Customs Duty and cess on customs duty), Input tax credits as applicable will also be taken into account for arriving at the Total cost to BHEL (wherever applicable and as indicated in SCC document of tender).
10. No deviation will be permitted from the duration of Guarantee/Warranty and/or Comprehensive Annual Maintenance Contract period specified in SCC.
11. For evaluation of offers in foreign currency, the exchange rate (TT selling rate of SBI) shall be taken as under:
 

Single part bids:	Date of tender opening
Two/three part bids:	Date of Part-I bid opening
Reverse Auction:	Date of Part-I bid opening

In case of Performance Bank Guarantee (PBG) also, exchange rate will be considered as mentioned above for converting foreign currency to Indian currency and vice versa.

If the relevant day happens to be a bank holiday, then the exchange rate as on the previous working day of the bank (SBI) shall be taken.
12. Ranking (L-1, L-2 etc.) shall be done only for the techno-commercially acceptable offers.

#### **E. INFORMATION ON PAYMENT TERMS:**

1. All payments will be through Electronic Fund transfer (EFT). Vendor has to furnish necessary details as per BHEL standard format (**Refer Annexure IV**) for receiving all payments through NEFT. (Applicable for Indian vendors only)
2. In case of High Sea Sales transaction, customs clearance of the consignment landed on Indian Sea/Air ports will be done by BHEL based on the original HSS documents provided by vendors. All warehousing charges due to delay in submission of complete and or correct HSS documents to BHEL will be to supplier's account only. Such recovery will be made out of any of the available bills (**Refer Annexure V**).
3. Statutory deductions, if any, will be made and the deduction certificate shall be issued. In case vendor does not provide PAN details, the TDS deduction shall be at the maximum percentage stipulated as per the provisions of Income Tax Act (Applicable for Indian vendors only).  
Foreign vendors shall submit relevant details of their bankers like Swift Code, Banker's Name & Address etc.
4. Incomplete documentation will not be accepted. Delayed submission of invoice / documents may result in corresponding delay in payment. In this connection, request to also refer clause: K about invoicing &

payment formalities under GST regime. Applicable documents shall be submitted to the purchaser at the time of execution of supplies/services for availing GST input credits.

#### **F. STANDARD PAYMENT TERMS OF BHEL-EDN**

Against Purchase Orders for indigenous procurement-(a), (b) & (c):

##### **(a) SUPPLY WITH ERECTION & COMMISSIONING:**

85% of basic value + 100% of taxes and freight charges will be paid in 45 days from the date of dispatch or 15 days from the date of submission of complete set of documentation, whichever is later.

Retention money equivalent to balance 15% of basic value will be paid in 15 days from the date of submission of supplementary invoice/documents along with E & C charges (if any) against proof of completion of E&C.

##### **(b) SUPPLY WITH ERECTION SUPERVISION & COMMISSIONING:**

90% of the basic value + 100% of taxes and freight charges will be paid in 45 days from the date of dispatch or 15 days from the date of submission of complete set of documentation, whichever is later.

Retention money equivalent to balance 10% of basic value will be paid in 15 days from the date of submission of supplementary invoice/documents along with erection supervision & commissioning charges (if any) against proof of completion of commissioning.

##### **(c) SUPPLY ONLY:**

100% of PO value with taxes and freight will be paid in 45 days from the date of dispatch or 15 days from the date of submission of complete set of documentation, whichever is later.

Against Purchase orders for import procurement-(d), (e) & (f):

##### **(d) SUPPLY WITH ERECTION & COMMISSIONING:**

85% of the basic value will be paid on the 45th day, against usance draft of 45 days, from the date of AWB/BOL on submission of complete set of documents.

Retention money equivalent to balance 15% of basic value will be paid in 15 days from the date of submission of supplementary invoice/documents along with E&C charges (if any) against proof of completion of E&C.

##### **(e) SUPPLY WITH ERECTION SUPERVISION & COMMISSIONING:**

90% of the basic value will be paid on the 45th day, against usance draft of 45 days, from the date of AWB/BOL on submission of complete set of documents.

Retention money equivalent to balance 10% of basic value will be paid in 15 days from the date of submission of supplementary invoice/documents along with erection supervision & commissioning charges (if any) against proof of completion of commissioning.

##### **(f) SUPPLY ONLY:**

100% of PO value will be paid against usance draft of 45 days from the date of AWB/BOL on submission of complete set of documents.

Against Purchase orders for High-sea sales procurement-(g), (h) & (i):

##### **g) SUPPLY WITH ERECTION & COMMISSIONING:**

85% of basic value will be paid in 45 days from the date of signing of High Sea Sale agreement or 15 days from the date of submission of complete set of documentation, whichever is later.

Retention money equivalent to balance 15% of basic value will be paid in 15 days from the date of submission of supplementary invoice/documents along with E & C charges (if any) against proof of completion of E&C.

**h) SUPPLY WITH ERECTION SUPERVISION & COMMISSIONING:**

90% of the basic value + 100% of taxes, duties and freight charges will be paid in 45 days from the date of signing of High Sea Sale agreement or 15 days from the date of submission of complete set of documentation, whichever is later.

Retention money equivalent to balance 10% of basic value will be paid in 15 days from the date of submission of supplementary invoice/documents along with erection supervision & commissioning charges (if any) against proof of completion of commissioning.

**i) SUPPLY ONLY:**

100% of PO value with taxes, duties and freight will be paid in 45 days from the date of signing of High Sea Sale agreement or 15 days from the date of submission of complete set of documentation, whichever is later.

**j) Comprehensive Annual Maintenance Contract:**

**Evaluation methodology:** Unless and otherwise specified in SCC, CAMC will be applicable for a period of 04 years from the date of expiry of warranty period (or) from the date of completion of commissioning of equipment, whichever is later and the total AMC value should not be less than 20% of the main supply value. In case the quoted total AMC value is less than 20% of the main supply value, BHEL shall evaluate Bidders Price deducting differential amount from main supply price and apportioning towards AMC charges.

**Payment terms:** 100% AMC charges along with tax as applicable, will be paid in 15 days from the date of submission of supplementary invoice/documents against proof of completion of AMC on yearly basis.

**k) Terms of Payment for Training:** 100% payment will be made in 45 days from the date of completion of Training or 15 days from the date of submission of complete set of invoice along with documentary evidence, whichever is later.

**LOADING FACTORS FOR PAYMENT TERMS:**

- 1) In all cases where credit period is <45 days and  $\geq 30$  days with the above offered standard payment terms, loading applicable will be 5% of basic value.  
**(This loading factor is applicable only for purchase orders against indigenous supply or High-sea sales procurement).**
- 2) For offers received with usance draft of less than 45 days, loading of 5% will be applicable.  
**(This loading factor is applicable only for purchase orders for imported supply).**
- 3) For offers received with Letter of Credit payment term in place of usance draft payment term, loading applicable will be 5% of basic value.  
Additional loading of 5% will be applicable for payment terms as Letter of Credit with usance of less than 45 days.  
**(This loading factor is applicable only for purchase orders for imported supply).**
- 4) All payment terms with credit period of less than 30 days for indigenous supply/HSS and any other variation of payment terms are liable for rejection.



- 5) Standard payment terms indicated in Clauses: F (a), (b), (c), (d), (e), (f), (g), (h), (i),(j)&(k) will not attract any loading.

**Note 1:** Basic value of Purchase Order mentioned above will include all components of the purchase order and will exclude only taxes, duties, freight, training charges, E&C and AMC charges (wherever applicable).

Wherever the Purchase Order is split into import portion and indigenous portion of supply, the retention money will be 10% (where scope includes E&C) or 05% (where scope includes Erection supervision & Commissioning) of both purchase order values put together.

**Note 2:** *If the E&C could not be completed till the end of the Warranty period due to reasons not attributable to the supplier, BHEL will release the retention money to the supplier against Bank Guarantee for equivalent value valid for an initial period of one year.*

**Note 3:** In case of multiple packages/units in a power plant, payment of retention money/E&C charges will be processed on pro-rata basis.

**G. Performance bank guarantee (PBG):**

Performance bank guarantee (PBG) will be applicable as called in the tender documents.

Unless otherwise specified in the SCC, the PBG against performance of the contract shall be valid for a period of 24 months from the date of dispatch of goods + claim period of 06 months, for a value equal to 10 % of the basic value of the purchase order which will include all components of the purchase order and will exclude only taxes, duties, freight, training charges, E&C and AMC charges (wherever applicable).

1. The BG issued in Indian Rupees by Banks in India is to be executed on Non-Judicial Stamp paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the State(s) where the BG is submitted or is to be acted upon or the rate prevailing in the State where the BG was executed, whichever is higher. The Stamp Paper/e-stamp paper shall be purchased in the name of Vendor/Contractor/Supplier /Bank issuing the guarantee.
2. No deviation for the duration and value of PBG will be permitted.
3. PBG shall be from any of the BHEL consortium of bankers (**refer Annexure VI**).
4. PBGs from nationalized banks are also acceptable.
5. PBG should be sent directly by the bank to the dealing executive mentioned in the purchase order located at the address mentioned in the purchase order.
6. PBG should be in the format indicated (**refer annexure VII**). No deviation to this format will be allowed. However in case BHEL changes the PBG format, bidder shall honor the same.
7. In Case of Bank Guarantees submitted by Foreign Vendors-
  - a. From Nationalized/Public Sector / Private Sector/ Foreign Banks (BG issued by Branches in India) can be accepted subject to the condition that the Bank Guarantee should be enforceable in the town/city or at nearest branch where the BHEL Unit is located i.e. Demand can be presented at the Branch located in the town/city or at nearest branch where the Unit is located.
  - b. From Foreign Banks (wherein Foreign Vendors intend to provide BG from local branch of the Vendor country's Bank)
    - b.1 Please note that Bank Guarantee issued by any of the Consortium Banks only will be accepted by BHEL. As such, Foreign Vendor needs to make necessary arrangements for issuance of Counter-

Guarantee by Foreign Bank in favour of the Indian Bank's (BHEL's Consortium Bank) branch in India. It shall be noted that all charges for issuance of Bank Guarantee/ counter- Guarantee should be borne by the Foreign Vendor.

b.2 In case, Foreign Vendors intend to provide BG from Overseas Branch of our Consortium Bank (e.g. if a BG is to be issued by SBI Frankfurt), the same is acceptable. However, the procedure at sl.no. b.1 is required to be followed.

b.3 The BG issued may preferably be subject to Uniform Rules for Demand Guarantees (URDG) 758 (as amended from time to time).

8. Expired BGs / PBGs will be returned only after expiry of the claim period or on completion of the contractual obligation with respect to Purchase Order.

#### **H. PROVISIONS APPLICABLE FOR MSE VENDORS (MICRO AND SMALL ENTERPRISES)**

Benefits/facilities as applicable for Micro and Small Enterprises (MSEs) shall be available to MSEs registered with Government designated authorities as per the Purchase & Price Preference Policy of the Government subject to them becoming eligible otherwise.

Vendors who qualify as MSE vendors are requested to submit applicable certificates (as specified by the Ministry of Micro, Small and Medium Enterprises) at the time of vendor registration. Vendors have to submit any of the following documents along with the tender documents in the Part I / Technical bid to avail the applicable benefits:

- a. Attested copy of valid NSIC certificate or
- b. Attested copy of Entrepreneur's Memorandum part II (EM II) certificate having deemed validity (two years from the date of issue of acknowledgement in EM II) or
- c. EM II certificate along with attested copy of a CA certificate (Format enclosed at Annexure VIII where deemed validity of EM II certificate for two years has expired) applicable for the relevant financial year (latest audited) or
- d. Udyog Aadhaar Memorandum and Acknowledgement along with attested copy of a CA certificate.

Documents has to be notarized/attested by a Gazetted officer and must be valid as on the date of part I / technical bid opening for the vendors to be eligible for the benefits applicable for MSE vendors. Please note that no benefit shall be applicable if any deficiency in the above required documents are not submitted before price bid opening of the tender.

Bidders to however note the documents that shall be furnished in order to establish credentials as MSE vendor should be as per the extant statutory requirements specified by the Ministry of Micro, Small and Medium Enterprises.

Note: If the tender is to be submitted through e-procurement portal, then the above required documents are to be uploaded in the EPS portal.

#### **PURCHASE PREFERENCE FOR MSE VENDORS:**

- e. MSE vendors quoting within a price band of L1 + 15% shall be allowed to supply up to 20% of the requirement against this tender provided
  1. The MSE vendor matches the L1 price.
  2. L1 price is from a non MSE vendor.
  3. L1 price will be offered to the vendor nearest to L1 in terms of price ranking (L2 - nearest to L1). In case of non-acceptance by the MSE vendor (L2), next ranking MSE vendor will be offered who is within the L1 + 15% band (if L3 is also within 15% band).

4. 20% of the 20% (i.e. 4% of the total enquired quantity) will be earmarked for SC/ST owned MSE firms provided conditions as mentioned in (1) and (2) are fulfilled.
5. In case no vendor under SC / ST category firms are meeting the conditions mentioned in (1) and (2) or have not participated in the tender, in such cases the 4% quantity will be distributed among the other eligible MSE vendors who have participated in the tender.
6. Serial no. 1 to 5 will not be applicable wherever it is not possible to split the tendered quantity/items on account of customer contract requirement, or the items tendered are systems. Such information that tendered quantity will not be split will be indicated in the SCC.

#### **I. INTEGRITY COMMITMENT IN THE TENDER PROCESS, AND EXECUTION OF CONTRACTS:**

##### **1. Commitment by BHEL:**

BHEL commits to take all measures necessary to prevent corruption in connection with the Tender process and execution of the Contract. BHEL will, during the tender process, treat all bidder / suppliers in a transparent and fair manner, and with equity.

##### **2. Commitment by Bidder(s)/ Contractor(s):**

- a. The Bidder(s)/ Contractor(s) commit(s) to take all measures to prevent corruption and will not directly or indirectly try to influence any decision or benefit which he is not legally entitled to.
- b. The Bidder(s)/ Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding or any actions to restrict competition.
- c. The Bidder(s)/ Contractor(s) will not commit any offence under the relevant Acts. The Bidder(s)/ Contractor(s) will not use improperly, for purposes of competition or personal gain or pass on to others, any information or document provided by BHEL as part of business relationship.
- d. The Bidder(s)/ Contractor(s) will, when presenting his bid, disclose any and all payments he has made, and is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract and shall adhere to the relevant guidelines issued from time to time by Government of India/ BHEL.

If the Bidder(s) / Contractor(s), before award or during execution of the Contract commit(s) a transgression of the above or in any other manner such as to put his reliability or credibility in question, BHEL is entitled to disqualify the Bidder(s) / Contractor (s) from the tender process or terminate the contract and/ or take suitable action as deemed fit.

#### **J.Integrity Pact (IP):**

- a) 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.

A panel of independent External Monitors (IEMs) have been appointed to oversee implementation of IP in BHEL.

The IP as enclosed with the tender 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. In other words, entering into this Pact would be a preliminary qualification.

- b) Please refer Section-8 of the IP for Role and Responsibilities of IEMs (Annexure-IX). In case of any complaint arising out of the tendering process, the matter may be referred to the IEM mentioned in the tender.

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.”

K. Information regarding invoicing under GST regime:

Vendor should intimate BHEL immediately on the same date of invoicing without any delay.

- I. Vendor shall necessarily submit tax invoices in the format as specified under GST Laws, with details as below:

(a) Name, address and GST registration number (GSTIN) of the supplier

(b) Invoice number, Date of issue.

(c) HSN Code (Harmonized System of Nomenclature) / SAC (Services Accounting Code).

(d) Description, quantity, unit, total value of goods or services, rate of tax, amount of tax (CGST, SGST, IGST, UTGST), place of supply (consignor address), address of buyer and/or consignee (as applicable) with GSTIN etc.

- II. Payment of GST as applicable, will be made to vendor only if it is matching with the data uploaded by Vendor in GST portal.

- III. Vendor to give a declaration to the effect that all invoice particulars are/were uploaded in the GSTN network/ portal & all tax liability as per GST rules and regulations have been and will be discharged, shall be mentioned in the invoice. If not mentioned in the invoice, a separate declaration shall be submitted as per the requirement of BHEL (if asked by BHEL).



ಭಾರತ್ ಹೆವಿ ಎಲೆಕ್ಟ್ರಿಕಲ್ಸ್ ಲಿಮಿಟೆಡ್  
 भारत हेवी इलेक्ट्रिकल्स लिमिटेड

**Bharat Heavy Electricals Ltd.,  
 (A Government of India undertaking)  
 Electronics Division**

PB 2606 , Mysore Road Bangalore , 560026 INDIA

CE: PR: 002- Rev 01

**GENERAL COMMERCIAL CONDITIONS FOR CONTRACT**

These 'General Commercial Conditions for Contract for Purchase' herein after referred to as GCC apply to all enquiries, tenders, requests for quotations, orders, contracts and agreements concerning the supply of goods and the rendering of related services (hereinafter referred to as "deliveries") to Bharat Heavy Electricals Limited and any of its units, regions or divisions (hereinafter referred to as "BHEL" or the Purchaser) or its projects/ customers.

Any deviations from or additions to these GCC require BHEL's express written consent. The general terms of business or sale of the vendor shall not apply to BHEL. Acceptance, receipt of shipments or services or effecting payment shall not mean that the general terms of business or sale of the vendor have been accepted.

Orders, agreements and amendments thereto shall be binding if made or confirmed by BHEL in writing. Only the Purchasing department of BHEL is authorized to issue the Purchase Order or any amendment thereof.

Definitions: Throughout these conditions and in the specifications, the following terms shall have the meanings assigned to them, unless the subject matter or the context requires otherwise.

- 'The Purchaser' means Bharat Heavy Electricals Limited, Electronics division, Mysore road, Bangalore 560 026, a Unit of Bharat Heavy Electricals Limited (A Govt. of India Undertaking) incorporated under the Companies Act having its registered office at BHEL House, Siri Fort, New Delhi-110049, India and shall be deemed to include its successors and assigns. It may also be referred to as BHEL.
- 'The vendor' means the person, firm, company or organization on whom the Purchase Order is placed and shall be deemed to include the vendor's successors, representative heirs, executors and administrator as the case may be. It may also be referred to as Seller, Contractor or Supplier.
- 'Contract' shall mean and include the Purchase Order incorporating various agreements, viz. tender/ RFQ, offer, letter of intent/acceptance/ award, the General Conditions of Contract and Special Conditions of Contract for Purchase, Specifications, Inspection/ Quality Plan, Schedule of Prices and Quantities, Drawings, if any enclosed or to be provided by BHEL or his authorized nominee and the samples or patterns if any to be provided under the provisions of the contract.
- 'Parties to the Contract' shall mean the 'The Vendor' and the Purchaser as named in the main body of the Purchase Order.

Interpretation:

In the contract, except where the context requires otherwise:

- words indicating one gender include all genders;
- words indicating the singular also include the plural and words indicating the plural also include the singular;
- provisions including the word "agree", "agreed" or "agreement" require the agreement to be recorded in writing, and
- "Written" or "in writing" means hand-written, type-written, printed or electronically made, and resulting in a permanent record.

**Applicable Conditions:**

1. **Price Basis:**All prices shall be firm until the purchase order is executed / completed in all respects. No price variations / escalation shall be permitted unless otherwise such variations / escalations are provided for and agreed by BHEL in writing in the purchase order.
  
2. **Ordering and confirmation of Order:**Vendor shall send the order acceptance on their company letter head within 02 weeks from the date of receipt of Purchase Order or such other period as specified/ agreed by BHEL. BHEL reserves the right to revoke the order placed if the order confirmation differs from the original order placed. The acceptance of goods/services/supplies by BHEL as well as payments made in this regard shall not imply acceptance of any deviations.  
The purchase order will be deemed to have been accepted if no communication to the contrary is received within one week (or the time limit as specified/agreed by BHEL) from the date of receipt of the purchase order.
  
3. **Documentation:**After receipt of Purchase Order, vendor should submit necessary documents(if & as applicable) like drawings specified, bill of materials, datasheets, catalogues, quality plan, test procedure, type test report , O & M Manuals and/or any other relevant documents as per Specification/Purchase Order, as and when required by BHEL/Customer.  
At any stage within the contract period, the vendor shall notify of any error, fault or other defect found in BHEL's documents /specifications or any other items for reference. If and to the extent that (taking account of cost and time) any vendor exercising due care would have discovered the error, fault or other defect when examining the documents/specifications before submitting the tender, the time for completion shall not be extended. However if errors, omissions, ambiguities, inconsistencies, inadequacies or other defects are found in the vendor's documents, they shall be corrected at his cost, notwithstanding any consent or approval.
  
4. **Penalty:**
  - a. **For delay in documentation:** In the event of delay in submission of complete set of specified documents ((like drawings, bill of materials, datasheets, catalogues, quality plan etc. as called in tender specifications including soft copies wherever applicable) in required sets beyond three(03) weeks (or as agreed/indicated in the SCC/Purchase Order) from the date of receipt of Purchase Order(by email), penalty at 0.5% (half percent) per week or part thereof, limited to a maximum of 5% (five percent) of the basic material value of the Purchase Order will be applicable.  
Penalty for delayed documentation if applicable, shall be deducted at the time of first supply payment. If penalty is applicable for duration of less than a week, penalty @ 0.5% (half percent) of the basic material value will be deducted.
  
  - b. **For delay in delivery:**In the event of delay in agreed contractual delivery as per Purchase Order, penalty @ 0.5 % (half percent) per week or part thereof but limited to a max of 10% (ten percent) value of undelivered portion (basic material cost) will be applicable. Delivery will commence from the date of issue of manufacturing clearance or approved document by BHEL, whichever is later. The date for which Inspection call is issued by vendor along with test certificates / test reports /Certificate of Conformance / calibration reports, as proof of completion of manufacturing will be treated as date of deemed delivery for penalty calculation. In the absence of furnishing such document indicated above as proof of completion of manufacturing along with inspection call, actual date of inspection will be considered as date of deemed delivery and BHEL will not be responsible for delay in actual date of inspection.  
  
Penalty for delayed delivery if applicable, shall be deducted at the time of first supply payment. If penalty is applicable for duration of less than a week, penalty @ 0.5% (half percent)of the basic material value will be deducted.
  
5. **Contract variations (Increase or decrease in the scope of supply):** BHEL may vary the contracted scope as per requirements at site. If vendor is of the opinion that the variation has an effect on the agreed price or delivery period, BHEL shall be informed of this immediately in writing along with technical details. Where unit rates are available in the Contract, the same shall be applied to such additional work. Vendor shall not

perform additional work before BHEL has issued written instructions/ amendment to the Purchase Order to that effect. The work which the vendor should have or could have anticipated in terms of delivering the service(s) and functionality (i.e.) as described in this agreement, or which is considered to be the result of an attributable error on the vendor's part, shall not be considered additional work.

6. **Inspection:** Prior written notice of atleast 10 days shall be given along with internal test certificates/COC and applicable test certificates. Materials will be inspected by BHEL-EDN-QS/CQS or BHEL nominated Third Party Inspection Agency (TPIA) or BHEL authorized Inspection Agency or Customer / Consultant or jointly by BHEL & Customer / consultant. All tests have to be conducted as applicable in line with approved Quality plan or QA Checklist or Purchase specification and original reports shall be furnished to BHEL-EDN, Bangalore for verification/acceptance for issue of dispatch clearance.  
All costs related to inspections & re-inspections shall be borne by vendor. Whether the Contract provides for tests on the premises of the vendor or any of his Sub-contractor/s, vendor shall be responsible to provide such assistance, labour, materials, electricity, fuels, stores, apparatus, instruments as may be required and as may be reasonably demanded to carry out such tests efficiently. Cost of any type test or such other special tests shall be borne by BHEL only if specifically agreed to in the purchase order.
7. **Transit Insurance:** Transit insurance coverage between vendor's works and project site shall be to the account of BHEL, unless specifically agreed otherwise. However, vendor shall send intimation directly to insurance agency (as mentioned in dispatch instructions issued by BHEL) through fax/courier/e-mail, immediately on dispatch of goods for covering insurance. A copy of such intimation sent by vendor to insurance agency shall be given to BHEL along with dispatch documents. Dispatch documents will be treated as incomplete without such intimation copy. BHEL shall not be responsible for sending intimations to insurance agency on behalf of the vendor.
8. **Mode of dispatch:**  
Indigenous Scope: By road on Door Delivery Consignee Copy attached basis through your approved transporter (unless otherwise indicated in Dispatch Instructions), only on receipt of Despatch Clearance from BHEL.  
Imported Scope: By Air/Sea through BHEL approved Freight Forwarder/supplier approved Consolidator respectively as per agreed contractual terms, only on receipt of Dispatch Clearance from BHEL.
9. **High Sea Sales (HSS):** Customs clearance of the consignment landed on Indian Sea/Air ports will be done by BHEL based on the original HSS documents provided by vendors.  
Any delay in submission of complete/correct HSS documents to BHEL may incur demurrage charges. All demurrage charges on account of incomplete /incorrect HSS documents submission by vendor will be to vendor's account and all such charges will be recovered from any of the available vendor bills with BHEL.
10. **Packaging and dispatch:** The Seller shall package the goods safely and carefully and pack them suitably in all respects considering the peculiarity of the material for normal safe transport by Sea/ Air / Rail/ Road to its destination suitably protected against loss, damage, corrosion in transit and the effect of tropical salt laden atmosphere. The packages shall be provided with fixtures/ hooks and sling marks as may be required for easy and safe handling. If any consignment needs special handling instruction, the same shall be clearly marked with standard symbols / instructions. Hazardous material should be notified as such and their packing, transportation and other protection must conform to relevant regulations.  
The packing, shipping, storage and processing of the goods must comply with the prevailing legislation and regulations concerning safety, the environment and working conditions. Any Imported/Physical Exports items packed with raw/ solid wood packing material should be treated as per ISPM – 15 (fumigation) and accompanied by Phytosanitary/ Fumigation certificate. If safety information sheets (MSDS – Material Safety Data Sheet) exist for an item or the packaging, vendor must provide this information without fail along with the consignment.  
Each package must be marked with Consignee name, Purchase order number, Package number, Gross weight and net weight, dimensions (LxBxH) and Seller's name. Packing list of goods inside each package with PO item number and quantity must also be fixed securely outside the box to indicate the contents of each box. Total number of packages in the consignment must also be indicated in the packing list.  
Separate packing & identification of items should be as follows.
  1. Main Scope - All items must be tagged with part no. & item description.

2. Commissioning spares - All items must be tagged with part no. & item description.
  3. Mandatory spares - All items must be tagged with part no. & item description. All boxes/containers of spare items are to be distinctly marked in Red colour with boldly written "S" mark on each face of the containers /secure boxes as indication of items to be handed over directly to customer.
11. Assignment of Rights & Obligations; Subcontracting: Vendor is not permitted to subcontract the delivery or any part thereof to third party or to assign the rights and obligations resulting from this agreement in whole or in part to third parties without prior written permission from BHEL. Any permission or approval given by the BHEL shall, however, not absolve the vendor of the responsibility of his obligations under the Contract.
  12. Progress report: Vendor shall render such report as to the progress of work and in such form as may be called for by the concerned purchase officer from time to time. The submission and acceptance of such reports shall not prejudice the rights of BHEL in any manner.
  13. Non-disclosure and Information Obligations: Vendor shall provide with all necessary information pertaining to the goods as it could be of importance to BHEL. Vendor shall not reveal any specified confidential information that may be divulged by BHEL to Vendor's employees not involved with the tender/ contract & its execution and delivery or to third parties, unless BHEL has agreed to this in writing beforehand. Vendor shall not be entitled to use the BHEL name in advertisements and other commercial publications without prior written permission from BHEL.
  14. Cancellation /Termination of contract: BHEL shall have the right to completely or partially terminate the agreement by means of written notice to that effect. Termination of the Contract, for whatever reason, shall be without prejudice to the rights of the parties accrued under the Contract up to the time of termination.  
BHEL shall have the right to cancel/foreclose the Order/ Contract, wholly or in part, in case it is constrained to do so on account of any decline, diminution, curtailment or stoppage of the business.
  15. Risk Purchase Clause: In case of failure of supplier, BHEL at its discretion may make purchase of the materials / services not supplied / rendered in time at the RISK & COST of the supplier. Under such situation, the supplier who fails to supply the goods in time shall be wholly liable to make good to BHEL any loss due to risk purchase.  
In case of items demanding services at site like erection and commissioning, vendor should send his servicemen/representatives within 7 days from the service call. In case a vendor fails to attend to the service call, BHEL at its discretion may also make arrangements to attend such service by other parties at the **RISK & COST** of the supplier. Under such situation the supplier who fails to attend the service shall be wholly liable to make good to BHEL any loss due to risk purchase/service including additional handling charges due to the change.
  16. Shortages: In the event of shortage on receipt of goods and/or on opening of packages at site, all such shortages, caused by supplier's act or omission, shall be made good within a reasonable time that BHEL may allow from such intimation and at free of cost.  
Transit Damages: In the event of receipt of goods in damaged condition or having found them so upon opening of packages at site, supplier shall make good of all such damages within a reasonable time from such intimation by BHEL. In case BHEL raises an insurance claim, the cost of material limited to insurance settled amount less handling charges will be reimbursed to supplier.
  17. Remedial work: Notwithstanding any previous test or certification, BHEL may instruct the vendor to remove and replace materials/goods or remove and re-execute works/services which are not in accordance with the purchase order. Similarly BHEL may ask the vendor to supply materials or to execute any services which are urgently required for any safety reasons, whether arising out of or because of an accident, unforeseeable event or otherwise. In such an event, Vendor shall provide such services within a reasonable time as specified by BHEL.
  18. Indemnity Clause: Vendor shall comply with all applicable safety regulations and take care for the safety of all persons involved. Vendor is fully responsible for the safety of its personnel or that of his subcontractor's



men / property, during execution of the Purchase Order and related services. All statutory payments including PF, ESI or other related charges have to be borne by the vendor. Vendor is fully responsible for ensuring that all legal compliances are followed in course of such employment.

19. Product Information, Drawings and Documents: All specified drawings, technical documents or other technical information received by Vendor from BHEL or vice versa shall not, without the consent of the other party, be used for any other purpose than that for which they were provided. They may not, without the consent of the Disclosing party, otherwise be used or copied, reproduced, transmitted or communicated to third parties. All information and data contained in general product documentation, whether in electronic or any other form, are binding only to the extent that they are by reference expressly included in the contract.

Vendor, as per agreed date/s but not later than the date of delivery, provide free of charge information and drawings which are necessary to permit and enable BHEL to erect, commission, operate and maintain the product. Such information and drawings shall be supplied in as many numbers of copies as may be agreed upon.

All intellectual properties, including designs, drawings and product information etc. exchanged during the formation and execution of the Contract shall continue to be the property of the disclosing party.

20. Intellectual Property Rights, Licenses: If any Patent, design, Trade mark or any other intellectual property rights apply to the delivery (goods/related service) or accompanying documentation shall be the exclusive property of the Vendor and BHEL shall be entitled to the legal use thereof free of charge by means of a non-exclusive, worldwide, perpetual license. All intellectual property rights that arise during the execution of the Purchase Order/ contract for delivery by vendor and/or by its employees or third parties involved by the vendor for performance of the agreement shall belong to BHEL. Vendor shall perform everything necessary to obtain or establish the above mentioned rights. The Vendor guarantees that the delivery does not infringe on any of the intellectual property rights of third parties. The Vendor shall do everything necessary to obtain or establish the alternate acceptable arrangement pending resolution of any (alleged) claims by third parties. The Vendor shall indemnify BHEL against any (alleged) claims by third parties in this regard and shall reimburse BHEL for any damages suffered as a result thereof.

21. Force Majeure: Notwithstanding anything contained in the purchase order or any other document relevant thereto, neither party shall be liable for any failure or delay in performance to the extent said failures or delays are caused by the "Act of God" and occurring without its fault or negligence, provided that, force majeure will apply only if the failure to perform could not be avoided by the exercise of due care and vendor doing everything reasonably possible to resume its performance.

A party affected by an event of force majeure which may include fire, tempest, floods, earthquake, riot, war, damage by aircraft etc., shall give the other party written notice, with full details as soon as possible and in any event not later than seven (7) calendar days of the occurrence of the cause relied upon. If force majeure applies, dates by which performance obligations are scheduled to be met will be extended for a period of time equal to the time lost due to any delay so caused.

Notwithstanding above provisions, in an event of Force Majeure, BHEL reserves for itself the right to cancel the order/ contract, wholly or partly, in order to meet the overall project schedule and make alternative arrangements for completion of deliveries and other schedules.

22. Guarantee / Warranty:

Wherever required, and so provided in the specifications/ Purchaser Order, the Seller shall guarantee that the stores supplied shall comply with the specifications laid down, for materials, workmanship and performance.

Unless otherwise specified in SCC, guarantee / warranty period for main supply items shall be applicable for a period of 24 months from the date of delivery of goods or 18 months from the date of commissioning of goods, whichever is earlier.

The guarantee / warranty period as described above shall apply afresh to replaced, repaired or re-executed parts of a delivery. Unless otherwise specifically provided in the Purchase Order, Vendor's liability shall be co terminus with the expiration of the applicable guarantee / warranty period.

23. Limitation of Liability: Vendor's liability towards this contract is limited to a maximum of 100% of the contract value and consequential damages are excluded. However the limits of liability will have no effect in cases of criminal negligence or wilful misconduct.  
The total liability of Vendor for all claims arising out of or relating to the performance or breach of the Contract or use of any Products or Services or any order shall not exceed the total Contract price.
24. Liability during guarantee / warranty: Vendor shall arrange replacement / repair of all the defective materials / services under its obligation under the guarantee / warranty period. The rejected goods shall be taken away by vendor and replaced / repaired. In the event of the vendor's failure to comply, BHEL may take appropriate action including disposal of rejections and replenishment by any other sources at the cost and risk of the vendor.
25. Liability after guarantee / warranty period: At the end of the guarantee / warranty, the Vendor's liability ceases except for latent defects. For the purpose of this clause, latent defects shall be the defects inherently lying within the material or arising out of design deficiency which do not manifest themselves during the guarantee / warranty Period, but later. The Contractor's liability for latent defects warranty for the equipment including spares shall be limited to a period of six months from the end of the guarantee / warranty period of the respective equipment including spares or first time commissioning whichever is later but not later than three (03) years from the date of shipment.
26. Compliance with Laws: Vendor shall, in performing the contract, comply with all applicable laws. The vendor shall make all remittances, give all notices, pay all taxes, duties and fees, and obtain all permits, licences and approvals, as required by the laws in relation to the execution and completion of the contract and for remedying of any defects; and the Contractor shall indemnify and hold BHEL harmless against and from the consequences of any failure to do so.
27. Settlement of Disputes: Except as otherwise specifically provided in the Purchase Order, decision of BHEL shall be binding on the vendor with respect to all questions relating to the interpretation or meaning of the terms and conditions and instructions herein before mentioned and as to the completion of supplies/work/services, other questions, claim, right, matter or things whatsoever in any way arising out of or relating to the contract, instructions, orders or these conditions or otherwise concerning the supply or the execution or failure to execute the order, whether arising during the schedule of supply/work or after the completion or abandonment thereof. Any disputes or differences among the parties shall to the extent possible be settled amicably between the parties thereto, failing which the disputed issues shall be settled through arbitration. Vendor shall continue to perform the contract, pending settlement of dispute(s).
28. Arbitration Clause: In case amicable settlement is not reached in the event of any dispute or difference arising out of the execution of the Contract or the respective rights and liabilities of the parties or in relation to interpretation of any provision in any manner touching upon the Contract, such dispute or difference shall (except as to any matters, the decision of which is specifically provided for therein) be referred by either party to the sole arbitration of an Arbitrator appointed by the Executive Director/ General Manager of the purchasing unit/ region/ division of BHEL. Vendor shall have no objection even if the Arbitrator so appointed is an employee of BHEL or has ever dealt/ had to deal with any matter relating to this Contract.  
Subject as aforesaid the provisions of the Arbitration and Conciliation Act, 1996 of India or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause. It is a term of contract that the party initiating arbitration shall specify the dispute or disputes to be referred to arbitration under this clause together with the amount or amounts claimed in respect of each such dispute. The venue for the arbitration shall be Bangalore, India. The award of the arbitrator shall be a speaking award and shall be final, conclusive and binding on all parties to this contract.  
The cost of arbitration shall be borne equally by the parties. Notwithstanding the existence of any dispute or difference or any reference for the arbitration, the vendor shall proceed with and continue without hindrance the performance of the work under the contract with due diligence and expedition in a professional manner.

29. Applicable Laws and Jurisdiction of Courts:Prevailing Indian laws both substantive and procedural, including modifications thereto, shall govern the Contract.Subject to the conditions as aforesaid, the competent courts in Bangalore alone shall have jurisdiction to consider over any matters touching upon this contract.

30. General Terms: That any non-exercise, forbearance or omission of any of the powers conferred on BHEL and /or any of its authorities will not in any manner constitute waiver of the conditions hereto contained in these presents.

That the headings used in this agreement are for convenience of reference only.

That all notices etc., to be given under the Purchase order shall be in writing, type script or printed and if sent by registered post or by courier service to the address given in this document shall be deemed to have been served on the date when in the ordinary course, they would have been delivered to the addressee.

## Annexure I

- **Definition of Indian Agent:** An Indian Agent of foreign principal is an individual, a partnership, an association of persons, a private or public company, that carries out specific obligation(s) towards processing of BHEL tender or finalization or execution of BHEL's contract on behalf of the foreign supplier.

In case of yes, vendor to note the following and reply accordingly:

- BHEL shall deal directly with foreign vendors, wherever required, for procurement of goods. However, if the foreign principal desires to avail of the services of an Indian agent, then the foreign principal should ensure compliance to regulatory guidelines - which require mandatory submission of an Agency Agreement.**
- It shall be incumbent on the Indian agent and the foreign principal to adhere to the relevant guidelines of Government of India, issued from time to time.**
- The Agency Agreement should specify the precise relationship between the foreign OEM / foreign principal and their Indian agent and their mutual interest in the business. All services to be rendered by agent/ associate, whether of general nature or in relation to the particular contract, must be clearly stated by the foreign supplier/ Indian agent. Any payment, which the agent or associate receives in India or abroad from the OEM, whether as commission or as a general retainer fee should be brought on record in the Agreement and be made explicit in order to ensure compliance to laws of the country.**
- Any agency commission to be paid by BHEL to the Indian agent shall be in Indian currency only.**
- Tax deduction at source is applicable to the agency commission paid to the Indian agent as per the prevailing rules.**
- In the absence of any agency agreement, BHEL shall not deal with any Indian agent (authorized representatives / associate / consultant, or by whatever name called) and shall deal directly with the foreign principal only for all correspondence and business purposes.**
- The "Guidelines for Indian Agents of Foreign Suppliers" enclosed at annexure -'A' shall apply in all such cases.**

VENDOR SIGNATURE WITH SEAL

- viii. The supply and execution of the Purchase Order (including indigenous supplies/ service) shall be in the scope of the OEM/ foreign principal. The OEM/ foreign principal should submit their offer inclusive of all indigenous supplies/ services and evaluation will be based on 'total cost to BHEL'. In case OEM/ foreign principal recommends placement of order(s) towards indigenous portion of supplies/ services on Indian supplier(s)/ agent on their behalf, the credentials/ capacity/ capability of the Indian supplier(s)/ agent to make the supplies/ services shall be checked by BHEL as per the extant guidelines of Supplier Evaluation, Approval & Review Procedure (SEARP), before opening of price bids. In this regard, details may be checked as per Annexure-B (copy enclosed). It will be the responsibility of the OEM/ foreign principal to get acquainted with the evaluation requirements of Indian supplier/ agent as per SEARP available on [www.bhel.com](http://www.bhel.com).

The responsibility for successful execution of the contract (including indigenous supplies/ services) lies with the OEM/ foreign principal. All bank guarantees to this effect shall be in the scope of the OEM/ foreign principal.

--X--

VENDOR SIGNATURE WITH SEAL

**Guidelines for Indian Agents of Foreign Suppliers**

- 1.0 There shall be compulsory registration of agents for all Global (Open) Tender and Limited Tender. An agent who is not registered with BHEL shall apply for registration in the registration form in line with SEARP.
- 1.1 Registered agents will file an authenticated Photostat copy duly attested by a Notary Public/Original certificate of the Principal confirming the agency agreement and giving the status being enjoyed by the agent and the commission/ remuneration/ salary/ retainership being paid by the principal to the agent before the placement of order by BHEL.
- 1.2 Wherever the Indian representatives have communicated on behalf of their principals and the foreign parties have stated that they are not paying any commission to the Indian agents, and the Indian representative is working on the basis of salary or as retainer, a written declaration to this effect should be submitted by the party (i.e. Principal) before finalizing the order.
- 2.0 **Disclosure of particulars of agents/ representatives in India, if any.**
- 2.1 Tenderers of Foreign nationality shall furnish the following details in their offers:
- 2.1.1 The Bidder(s)/ Contractor(s) of foreign origin shall disclose the name and address of the agents/ representatives in India if any and the extent of authorization and authority given to commit the Principals. In case the agent/ representative be a foreign Company, it shall be confirmed whether it is existing Company and details of the same shall be furnished.
- 2.1.2 The amount of commission/ remuneration included in the quoted price(s) for such agents/ representatives in India.
- 2.1.3 Confirmation of the Tenderer that the commission/ remuneration, if any, payable to his agents/ representatives in India, may be paid by BHEL in Indian Rupees only.
- 2.2 Tenderers of Indian Nationality shall furnish the following details in their offers:
- 2.2.1 The Bidder(s)/ Contractor(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any, indicating their nationality as well as their status, i.e. whether manufacturer or agents of manufacturer holding the Letter of Authority of the Principal specifically authorizing the agent to make an offer in India in response to tender either directly or through the agents/ representatives.
- 2.2.2 The amount of commission/ remuneration included in the price (s) quoted by the Tenderer for himself.
- 2.2.3 Confirmation of the foreign principals of the Tenderer that the commission/ remuneration, if any, reserved for the Tenderer in the quoted price(s), may be paid by BHEL in India in equivalent Indian Rupees on satisfactory completion of the Project or supplies of Stores and Spares in case of operation items.
- 2.3 In either case, in the event of contract materializing, the terms of payment will provide for payment of the commission/ remuneration, if any payable to the agents/ representatives in India in Indian Rupees on expiry of 90 days after the discharge of the obligations under the contract.
- 2.4 Failure to furnish correct and detailed information as called for in paragraph 2.0 above will render the concerned tender liable to rejection or in the event of a contract materializing, the same liable to termination by BHEL. Besides this there would be a penalty of banning business dealings with BHEL or damage or payment of a named sum.

**ANNEXURE - II**  
**LIST OF INTERNATIONAL GATEWAY AIRPORTS**

For air based consignment, terms of delivery will be on FCA basis from following listed airports only. Vendors are requested to verify this list for use before submission of offer.

SCHEDULE NO	COUNTRY	CURRENCY CODE	AIRPORT
D01	UK	GBP	LONDON (HEATHROW)
D02	UK	GBP	NEW CASTLE
D03	UK	GBP	OXFORD. CHETLAM
D04	UK	GBP	BRISTOL. WELLINGBOROUGH
D05	UK	GBP	BIRMINGHAM
DO6	UK	GBP	EAST MIDLANDS
D07	UK	GBP	MANCHESTER
D08	UK	GBP	LEEDS
D09	UK	GBP	GLASGOW
D10	FRANCE	EURO	PARIS (ROISSY) & LYON
D11	SWEDEN	EURO	STOCKHOLM
D12	SWEDEN	EURO	GOTHENBERG & MALMO
D13	ITALY	EURO	ROMA, MILAN
D14	ITALY	EURO	TURIN, BOLOGNA, FLORENCE
D15	NETHERLANDS	EURO	AMSTERDAM, ROTTERDAM
D16	AUSTRIA	EURO	VIENNA, LINZ, GRAZ
D17	BELGIUM	EURO	ANTWERP, BRUSSELS
D18	DENMARK	DKK	COPENHAGEN
D19	JAPAN	JPY	TOKYO, OSAKA
D20	SINGAPORE	SGD	SINGAPORE
D21	CANADA	CAD	TORONTO
D22	CANADA	CAD	MONTREAL
D23	USA	USD	NEW YORK, BOSTON
D24	USA	USD	CHICAGO
D25	USA	USD	SAN FRANCISCO, LOS ANGELES
D26	USA	USD	ALANTA, HOUSTON
D27	GERMANY	EURO	MUNICH, KOLN, DUSSELDORF, HANNOVER, HAMBURG, STUTTGART, DAMSTADT, MANIHIEM, NURUMBERG
D28	GERMANY	EURO	FRANKFURT
D29	GERMANY	EURO	BERLIN
D30	SWITZERLAND	SFR	BASLE, ZURICH, GENEVA
D31	SPAIN	EURO	BARCELONA
D32	AUSTRALIA	AUD	SYDNEY
D33	AUSTRALIA	AUD	MELBOURNE
D34	AUSTRALIA	AUD	PERTH
D35	CZECH	EURO	PRAGUE
D36	HONG KONG	HKD	HONG KONG
D37	NEW ZELAND	NZD	AUCKLAND
D38	RUSSIA	USD	MOSCOW
D39	SOUTH KOREA	USD	KIMPO INTERNATIONAL, INCHEON
D40	FINLAND	EURO	HELSINKI
D41	ROMANIA	EURO	BUCHAREST
D42	NORWAY	EURO	OSLO
D43	IRELAND	EURO	DUBLIN
D44	ISRAEL	USD	TEL AVIV
D45	UAE	USD	DUBAI
D46	OMAN	USD	MUSCAT
D47	EGYPT	USD	CAIRO
D48	TAIWAN	USD	TAIPEI
D49	UKRAINE	USD	KIEV
D50	CHINA	USD	SHANGHAI, SHENZHEN
D51	PHILIPINES	USD	MANILA
D52	MALAYSIA	USD	KUALALUMPUR, PE NANG
D53	CYPRUS	USD	LARNACA
D54	SOUTH AFRICA	USD	JOHANNESBERG, DURBAN
D55	SLOVAKIA	EURO	BARTISLOVA
D56	SAUDI ARABIA	SAR	RIYADH
D57	TURKEY	EURO	ISTANBUL
D58	THAILAND	USD	BANGKOK
D59	BRAZIL	USD	SAO PAULO, RIO DE JANEIRO

**ANNEXURE – III**  
**DISCREPANCY IN WORDS & FIGURES – QUOTED IN PRICE BID**

Following guidelines will be followed in case of discrepancy in words & figures-quoted in price bid:

(a) If, in the price structure quoted for the required goods/services/works, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price corrected accordingly.

(b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and

(c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

(d) If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date upto which the bidder has to send his acceptance on the above lines and if the bidder does not agree to the decision of the purchaser, the bid is liable to be ignored.



**ANNEXURE - IV**  
**Electronic Funds Transfer (EFT) OR**  
**Paylink Direct Credit Form**

Please Fill up the form in **CAPITAL LETTERS** only.

TYPE OF REQUEST(Tick one): \_\_\_\_\_ CREATE \_\_\_\_\_ CHANGE

BHEL Vendor / Supplier Code:	
Company Name :	
Permanent Account Number(PAN):	
Address	

City:	PINCODE		STATE	
-------	---------	--	-------	--

Contact Person(s)	
Telephone No:	
Fax No:	
e-mail id:	

1 Bank Name:	
2 Bank Address:	

3 Bank Telephone No:	
4 Bank Account No:	
5 Account Type: Savings/Cash Credit	

6 9 Digit Code Number of Bank and branch appearing on MICR cheque issued by Bank	
7 Bank IFSC Code(applicable for NEFT )	
8 Bank IFSC code(applicable for RTGS)	

(Indian Financial System Code)

- A I hereby certify that the particulars given above are true, correct and complete and that I, as a representative for the above named Company, hereby authorise BHEL, EDN, Bangalore to electronically deposit payments to the designated bank account.
- B If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold BHEL / transferring Bank responsible.
- C This authority remains in full force until BHEL, EDN, Bangalore receives written notification requesting a change or cancellation.
- D I have read the contents of the covering letter and agree to discharge the responsibility expected of me as a participant under ECS / EFT.

Date:

Authorised Signatory:  
 Designation:

Telephone No. with STD Code

Company Seal

**Bank Certificate**

We certify that \_\_\_\_\_ has an Account No \_\_\_\_\_ with us and we confirm that the bank details given above are correct as per our records.

Date: \_\_\_\_\_ (.....)  
 Place: \_\_\_\_\_ Signature

Please return completed form **along with a blank cancelled cheque or photocopy** thereof to:  
 Bharath Heavy Electricals Ltd,  
 Attn:  
 Electronics Division, Mysore Road,  
 BANGALORE - 560 026  
 In case of any Query, please call concerned purchase executive.

**ANNEXURE - V**  
**PRESENT PROCEDURE FOR SALE IN TRANSIT (HIGH SEA SALES)**

In case of High Sea Sales, vendor should submit following documents:

**1. ORIGINAL HIGH SEA SALES AGREEMENT**

- Sale agreement (on Rs. 200/- non-judicial stamp paper & notarised with 2 witnesses with identity) has to be signed between BHEL and the Party importing material. The date of the sale documents should be in between the date of House Air Way Bill / Bill of Lading and before landing of the goods in Indian origin.
- The date of the stamp paper should be prior to the Air Way Bill / Bill of Lading date.
- Following shall be included in the High Sea Sales Agreement:  
“THE BUYER ALSO UNDERTAKE DISCHARGES, THE OBLIGATION AND FULFILLMENT OF CONDITIONS, IF ANY, ATTACHED TO THE IMPORTATION, ASSESSMENT AND CLEARANCE OF THE GOODS IN TERMS CUSTOMS TARIFF ACT 1975, THE CUSTOMS ACT 1962 & RULES & REGULATIONS MADE THERE UNDER AND OTHER RELEVANT ACTS, ORDERS, NOTIFICATIONS”.

**2. ORIGINAL INVOICES: INDIGENOUS RUPEE INVOICE & FOREIGN CURRENCY INVOICE**

- Prices should be C.I.F., designated airport/seaport basis.
- I.E.C., C.S.T., K.S.T. Nos. to be mentioned.
- Description of item (Nomenclature), Unit & Quantity in both the Foreign Currency & the Indigenous Invoice in Rupee shall be exactly as per Purchase Order Description of item, Quantity and Unit. The Indigenous Invoice value shall be exactly as per Purchase Order value.
- Seller should give Foreign Currency Invoice from the original consignor. The Foreign Currency Invoice value should be at least 2% (two per cent) less than the Indigenous Rupee Invoice value in equivalent foreign currency.

**4. ORIGINAL HOUSE AIR WAY BILL/ BILL OF LADING**

- The sale agents should duly endorse House Air Way Bill (HAWB) for air shipments or original Bill of Lading (O.B.L.) for sea shipments and Foreign Currency Invoice in favour of BHEL-EDN.

**5. ORIGINAL CARGO ARRIVAL NOTICE FROM FORWARDER.**

**6. ORIGINAL DELIVERY ORDER ISSUED IN NAME OF BHEL-EDN.**

**7. ORIGINAL PACKING LIST.**

**8. A LETTER TO THE COMMISSIONER OF CUSTOMS FOR EFFECTING ABOVE SALE.**

**9. A LETTER TO THE DEPUTY ASSESSOR (OCTROI) FOR EFFECTING ABOVE SALE IN FAVOUR OF BHEL.**

**REMARKS:** In case vendor needs any clarifications on the above, the same may be sought in writing.

**Annexure-VI**  
**BHEL MEMBER BANKS (LIST OF CONSORTIUM BANKS)**

**BANK GUARANTEE (BG) SHALL BE ISSUED FROM THE FOLLOWING BANKS ONLY:**

	<b>Nationalised Banks</b>		<b>Nationalised Banks</b>
1	Allahabad Bank	19	Vijaya Bank
2	Andhra Bank		<b>Public Sector Banks</b>
3	Bank of Baroda	20	IDBI
4	Canara Bank		<b>Foreign Banks</b>
5	Corporation Bank	21	CITI Bank N.A
6	Central Bank	22	Deutsche Bank AG
7	Indian Bank	23	The Hongkong and Shanghai Banking Corporation Ltd. (HSBC)
8	Indian Overseas Bank	24	Standard Chartered Bank
9	Oriental Bank of Commerce	25	J P Morgan
10	Punjab National Bank		
11	Punjab & Sindh Bank		<b>Private Banks</b>
12	State Bank of India	26	Axis Bank
13	State Bank of Hyderabad	27	The Federal Bank Limited
14	Syndicate Bank	28	HDFC Bank
15	State Bank of Travancore	29	Kotak Mahindra Bank Ltd
16	UCO Bank	30	ICICI Bank
17	Union Bank of India	31	IndusInd Bank
18	United Bank of India	32	Yes Bank

**Note:**

- All BGs must be issued from BHEL consortium banks listed above.
- This list is subject to changes. Hence vendors are requested to check this list every time before issuing BGs.
- Bank Guarantees issued by Co-Operative Banks/Financial Institutions cannot to be accepted under any circumstance.

**BANK GUARANTEE FOR PERFORMANCE SECURITY**

Bank Guarantee No:

Date:

To  
NAME  
& ADDRESSES OF THE BENEFICIARY

Dear Sirs,

In consideration of Bharat Heavy Electricals Limited (hereinafter referred to as the 'Employer' which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns) incorporated under the Companies Act, 1956 and having its registered office at \_\_\_\_\_<sup>1</sup> through its Unit at \_\_\_\_\_ (name of the Unit) having awarded to (Name of the Vendor / Contractor / Supplier) with its registered office at \_\_\_\_\_<sup>2</sup> hereinafter referred to as the 'Vendor / Contractor / Supplier', which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns), a contract Ref No \_\_\_\_\_ dated \_\_\_\_\_<sup>3</sup> valued at Rs \_\_\_\_\_<sup>4</sup> (Rupees -----)/FC \_\_\_\_\_ (in words \_\_\_\_\_) for \_\_\_\_\_<sup>5</sup> (hereinafter called the 'Contract') and the Vendor / Contractor / Supplier having agreed to provide a Contract Performance Bank Guarantee, equivalent to \_\_\_\_\_ % (\_\_\_\_\_ . Percent) of the said value of the Contract to the Employer for the faithful performance of the Contract,

we, \_\_\_\_\_, (hereinafter referred to as the Bank), having registered/Head office at \_\_\_\_\_ and inter alia a branch at \_\_\_\_\_ being the Guarantor under this Guarantee, hereby, irrevocably and unconditionally undertake to forthwith and immediately pay to the Employer any sum or sums upto a maximum amount of Rs -- -----<sup>6</sup> ( Rupees -----) without any demur, immediately on first demand from the Employer and without any reservation, protest, and recourse and without the Employer needing to prove or demonstrate reasons for its such demand.

Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_.

We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the Vendor / Contractor / Supplier in any suit or proceeding pending before any Court or Tribunal, Arbitrator or any other authority, our liability under this present being absolute and unequivocal.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment thereunder and the Vendor / Contractor / Supplier shall have no claim against us for making such payment.

We the \_\_\_\_\_ bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract/satisfactory completion of the performance guarantee period as per the terms of the Contract and that it shall continue to be enforceable till

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all the dues of the Employer under or by virtue of the said Contract have been fully paid and its claims satisfied or discharged.

We, \_\_\_\_\_ BANK further agree with the Employer that the Employer shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Contract or to extend time of performance by the said Vendor / Contractor / Supplier from time to time or to postpone for any time or from time to time any of the powers exercisable by the Employer against the said Vendor / Contractor / Supplier and to forbear or enforce any of the terms and conditions relating to the said Contract and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Vendor / Contractor / Supplier or for any forbearance, act or omission on the part of the Employer or any indulgence by the Employer to the said Vendor / Contractor / Supplier or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

The Bank also agrees that the Employer at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Vendor / Contractor / Supplier and notwithstanding any security or other guarantee that the Employer may have in relation to the Vendor / Contractor / Supplier's liabilities.

This Guarantee shall remain in force upto and including \_\_\_\_\_<sup>7</sup> and shall be extended from time to time for such period as may be desired by Employer.

This Guarantee shall not be determined or affected by liquidation or winding up, dissolution or change of constitution or insolvency of the Vendor / Contractor / Supplier but shall in all respects and for all purposes be binding and operative until payment of all money payable to the Employer in terms thereof.

Unless a demand or claim under this guarantee is made on us in writing on or before the \_\_\_\_\_<sup>8</sup> we shall be discharged from all liabilities under this guarantee thereafter.

We, \_\_\_\_\_ BANK lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

Notwithstanding anything to the contrary contained hereinabove:

- a) The liability of the Bank under this Guarantee shall not exceed \_\_\_\_\_<sup>6</sup>
- b) This Guarantee shall be valid up to \_\_\_\_\_<sup>7</sup>
- c) Unless the Bank is served a written claim or demand on or before \_\_\_\_\_<sup>8</sup> all rights under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities under this guarantee irrespective of whether or not the original bank guarantee is returned to the Bank.

We, \_\_\_\_\_ Bank, have power to issue this Guarantee under law and the undersigned as a duly authorized person has full powers to sign this Guarantee on behalf of the Bank.

For and on behalf of  
(Name of the Bank)

Dated \_\_\_\_\_ .

Place of Issue \_\_\_\_\_ .

<sup>1</sup> NAME AND ADDRESS OF EMPLOYER I.e Bharat Heavy Electricals Limited

<sup>2</sup> NAME AND ADDRESS OF THE VENDOR /CONTRACTOR / SUPPLIER.

<sup>3</sup> DETAILS ABOUT THE NOTICE OF AWARD/CONTRACT REFERENCE

<sup>4</sup> CONTRACT VALUE

<sup>5</sup> PROJECT/SUPPLY DETAILS

<sup>6</sup> BG AMOUNT IN FIGURES AND WORDS

<sup>7</sup> VALIDITY DATE

<sup>8</sup> DATE OF EXPIRY OF CLAIM PERIOD

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**Annexure – VIII**  
**(Applicable only for MSE suppliers)**  
**Certificate by Chartered Accountant on Letter Head**

This is to certify that M/s .....  
.....(hereinafter referred to as 'Company')  
having its registered office at ..... is registered under MSMED Act 2006,  
(Entrepreneur Memorandum No (Part-11 ..... dtd .....  
Category: ..... (Micro/Small) (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as  
per the latest audited financial year..... as per MSMED Act 2006 is as follows:

- 1. For Manufacturing Enterprises:** Investment in plant and machinery ( i.e. original cost excluding land and building and the items specified by the Ministry of Small Scale Industries vide its notification No.S.O.1722 (E) dated October 5, 2006:  
**Rs.....Lacs.**
- 2. For Service Enterprises:** Investment in equipment (original cost excluding land and building and furniture, fittings and other items not directly related to the service rendered or as may be notified under the MSMED Act, 2006:  
**Rs. ....Lacs.**

The above investment of Rs. ....Lacs in within permissible limit of  
Rs.....Lacs for.....Micro / Small (Strike off which is not  
applicable ) Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro/ Small) (**Strike off which is not applicable**) and the date of graduation of such enterprise from its original category is ..... (dd/mm/yyyy) which is within the period of 3 years from the date of graduation of such enterprise from its original category as notified vide S.O. No. 3322(E) dated 01.11.2013 published in the gazette notification dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name:

Membership Number:

Seal of Chartered Accountant

**INTEGRITY PACT**

**Between**

Bharat Heavy Electricals Ltd. (BHEL), a company registered under the Companies Act 1956 and having its registered office at "BHEL House", Siri Fort, New Delhi – 110049 (India) hereinafter referred to as "The Principal", which expression unless repugnant to the context or meaning hereof shall include its successors or assigns of the ONE PART

**and**

\_\_\_\_\_, (description of the party along with address), hereinafter referred to as "The Bidder/ Contractor" which expression unless repugnant to the context or meaning hereof shall include its successors or assigns of the OTHER PART

**Preamble**

The Principal intends to award, under laid-down organizational procedures, contract/s for

\_\_\_\_\_  
\_\_\_\_\_. The Principal values full compliance with all relevant laws of the land, rules and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder(s)/ Contractor(s).

In order to achieve these goals, the Principal will appoint Independent External Monitor(s), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.



## **Section 1 – Commitments of the Principal**

- 1.1 The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
  - 1.1.1 No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
  - 1.1.2 The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
  - 1.1.3 The Principal will exclude from the process all known prejudiced persons.
- 1.2 If the Principal obtains information on the conduct of any of its employees which is a penal offence under the Indian Penal Code 1860 and Prevention of Corruption Act 1988 or any other statutory penal enactment, or if there be a substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

## **Section 2 – Commitments of the Bidder(s)/ Contractor(s)**

- 2.1 The Bidder(s)/ Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.
  - 2.1.1 The Bidder(s)/ Contractor(s) will not, directly or through any other person or firm, offer, promise or give to the Principal or to any of the Principal's employees involved

in the tender process or the execution of the contract or to any third person any material, immaterial or any other benefit which he / she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

- 2.1.2 The Bidder(s)/ Contractor(s) will not enter with other Bidder(s) into any illegal or undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- 2.1.3 The Bidder(s)/ Contractor(s) will not commit any penal offence under the relevant IPC/ PC Act; further the Bidder(s)/ Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- 2.1.4 The Bidder(s)/ Contractor(s) will, when presenting his bid, disclose any and all payments he has made, and is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- 2.2 The Bidder(s)/ Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

### **Section 3 – Disqualification from tender process and exclusion from future contracts**

If the Bidder(s)/ Contractor(s), before award or during execution has committed a transgression through a violation of Section 2 above, or acts in any other manner such as to put his reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/ Contractor(s) from the tender process or take action as per the separate "Guidelines on Banning of Business dealings with Suppliers/ Contractors". framed by the Principal.

### **Section 4 – Compensation for Damages**

- 4.1 If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent Earnest Money Deposit/Bid Security.
- 4.2 If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to 5% of the contract value or the amount equivalent to Security Deposit/Performance Bank Guarantee, whichever is higher.

### **Section 5 – Previous Transgression**

- 5.1 The Bidder declares that no previous transgressions occurred in the last 3 years with any other company in any country conforming to the anti-corruption approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
- 5.2 If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

## **Section 6 – Equal treatment of all Bidders/ Contractors/ Sub-contractors**

- 6.1 The Bidder(s)/ Contractor(s) undertake(s) to obtain from all subcontractors a commitment consistent with this Integrity Pact and report Compliance to the Principal. This commitment shall be taken only from those sub-contractors whose contract value is more than 20 % of Bidder's/ Contractor's contract value with the Principal. The Bidder(s)/ Contractor(s) shall continue to remain responsible for any default by his Sub-contractor(s).
- 6.2 The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors.
- 6.3 The Principal will disqualify from the tender process all bidders who do not sign this pact or violate its provisions.

## **Section 7 – Criminal Charges against violating Bidders/ Contractors /Sub-contractors**

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

## **Section 8 –Independent External Monitor(s)**

- 8.1 The Principal appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

- 8.2 The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the CMD, BHEL.
- 8.3 The Bidder(s)/ Contractor(s) accepts that the Monitor has the right to access without restriction to all contract documentation of the Principal including that provided by the Bidder(s)/ Contractor(s). The Bidder(s)/ Contractor(s) will grant the monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his contract documentation. The same is applicable to Sub-contractor(s). The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s) / Sub-contractor(s) with confidentiality.
- 8.4 The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the contract provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
- 8.5 As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or heal the situation, or to take other relevant action. The Monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
- 8.6 The Monitor will submit a written report to the CMD, BHEL within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.
- 8.7 The CMD, BHEL shall decide the compensation to be paid to the Monitor and its terms and conditions.
- 8.8 If the Monitor has reported to the CMD, BHEL, a substantiated suspicion of an offence under relevant IPC / PC Act, and the CMD, BHEL has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the

Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.

8.9 The number of Independent External Monitor(s) shall be decided by the CMD, BHEL.

8.10 The word 'Monitor' would include both singular and plural.

### **Section 9 – Pact Duration**

9.1 This Pact begins and shall be binding on and from the submission of bid(s) by bidder(s). It expires for the Contractor 12 months after the last payment under the respective contract and for all other Bidders 6 months after the contract has been awarded.

9.2 If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified as above, unless it is discharged/ determined by the CMD, BHEL.

### **Section 10 – Other Provisions**

10.1 This agreement is subject to Indian Laws and jurisdiction shall be registered office of the Principal, i.e. New Delhi.

10.2 Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

10.3 If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

10.4 Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

10.5 Only those bidders/ contractors who have entered into this agreement with the Principal would be competent to participate in the bidding. In other words, entering into this agreement would be a preliminary qualification.

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For & On behalf of the Principal

For & On behalf of the Bidder/ Contractor

(Office Seal)

(Office Seal)

Place-----

Date-----

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_

(Name & Address) \_\_\_\_\_

(Name & Address) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Registration of Suppliers

*unregistered Supplier:* Supplier visits EPS at <https://bheleps.buyjunction.in>

- a. Supplier visits EPS at <https://bheleps.buyjunction.in>
- b. Clicks "REGISTER" for registration
- c. Fills up the Registration Page form
- d. MJ will ensure Authentication of Registration <sup>1</sup>
- e. Supplier logs in with the ID and password
- f. Supplier Maps the signing Certificate
- g. MJ will ensure the authentication the signing certificate <sup>1</sup>.
- h. Supplier Logs in to the system again and views the RFQ
- i. Supplier Attaches himself to the RFQ by clicking the Interested button
- j. Supplier fills the bid template and makes necessary attachments
- k. Supplier submits his bid by clicking CONFIRM.

NB:-

<sup>1</sup> -- BHEL Administrator or user will have no role for approving Registration and Open Tenders and DSC for Any supplier who has registered himself from the front END which is in case of OT.

- **For registered Supplier:**
    - Supplier visits EPS home page
    - Supplier signs in with his/her user id and password
    - Selects the RFQ Code and views it.
    - Attaches himself to the RFQ by clicking the Interested button
    - Supplier fills the bid template and makes necessary attachments
    - Supplier submits his bid by clicking CONFIRM.
-