

HEAVY ENGINEERING CORPORATION LTD.
Heavy Machine Building Plant
(A Govt. of India Enterprise)
Plant Plaza Road, Ranchi-834004 (Jharkhand)

No. HMB/QCA/MR/20-1836

Dt. 12/02/2020

1.0) Intent of this specification

1.1 HMBP an ISO 9001:2015, ISO 14001:2015 & OHSAS 18001:2007 company engage in the business of Design, Engineering, Manufacturing, Erection and commissioning, servicing and supplier of heavy machinery for various industry.

1.2 The date of expiry of the current certification is 31 July 2020.

1.3 We intend to acquire re-certification cum upgradation for ISO 9001:2015, ISO 14001:2015 & OHSAS 18001:2007 from international accredited bodies.

1.4 Proposal in two bids i.e. Techno commercial & Price bid are invited from the firm who are certifying body for ISO 9001:2015, ISO 14001:2015 & OHSAS 18001:2007 certification.

2.0) The scope of certification are as follow:-

Design, Engineering, Manufacture, Erection, Commissioning servicing and supply of heavy Machineries for various Industries.

3.0) Brief Description of HMBP

Man Power- 621 (approx.)

No. of production workshop- Seven

Other Department- PPC, Marketing, MM, RPD, Maintenance, QCA, Safety etc.

4.0) Scope of work

4.1 Re-certification cum upgradation audit of ISO 9001:2015, ISO 14001:2015 & OHSAS 18001:2007 of HMBP.

4.2 Issue of certification.

4.3 Two number of surveillance audit at interval of one year.

The proposal shall be furnished in two bids i.e. Techno commercial & Price bid

5.0) ELIGIBILITY CRITERIA

5.1 Firm should be authorised to issue certification as RvA /NABCB/ANBC /IAF/JAS-ANZ member's accreditation.

5.2 Minimum experience in certification of ISO 9001:2015, ISO 14001:2015 & OHSAS 18001:2007 should be 5 years

5.3 Firm should submit credentials.

6.0) TIME SCHEDULE

Firm to start the work within 15 days on receipt of request from HEC Ltd. Ranchi -4 for different scope of work.

7.0) LD Clause – For delay in starting the work within time schedule LD at the rate of 1/2% per week will be levied.

8.0) Price Bid –Firm should quote against each activity as per scope of work as per attached price bid format. L1 shall be decided on landed cost of total prices quoted for scope of NIT.

9.0) PAYMENT TERM

100 % of the contract value along with GST against 4.1 & 4.2 will be paid after completion of activity. For activity 4.3 payment will be made after each surveillance audit.

10.0) PAYING AUTHORITY –

Finance/HMBP will be the paying authority for making payment to the firm after completion of work. Payment will be made as per clause no. 9 after certification by MR/HMBP or his authorize representative on the bill.

11.0) VALIDITY

Offer should be valid for 90 days after opening of the tender.

12.0) NOTES

12.1 Tender shall be prepared by typing or printing on the A4 size sheets in English language only on tender's letter head and to be submitted in duplicate.

12.2 The tenderer shall submit signed and stamped copies of all documents regarding eligibility criteria as per clause 5.0.

12.3 The cover of the envelope should also indicate the name of tenderer and his address. In addition the heading tender opening date and time should be indicated on the left hand corner of the envelope. Any proposal with no indication given on the cover of the envelope to indicate that it is a tender proposal and which if gets opened before the due date and time set for opening shall be liable to be opened and read out. The Tenderer has the option of sending the tender by registered post or submit the proposal in person so as to reach by the date and time indicated in the "Invitation to tender".

12.4 For any clarification regarding tender before submission the same could be obtained by contacting MR/HMBP on 0651-2401322, 7547000958.

13.0) EVALUATION

Evaluation will be made by HEC Ltd. based on the eligibility criteria given in the tender. The tenderer has to satisfy himself that full information is furnished as required in the tender. Tender with lack of particular or incomplete information as furnished shall be liable to be rejected from the evaluation process.

14.0) GENERAL CONDITION

- 14.1 The contract will be governed by General conditions of contract for work contract of HEC Ltd., which is available in the website of the company www.hecltd.com for downloading by the interested tenderer.
- 14.2 Further, HEC Ltd. Reserves the right to reject any or all proposals without assigning any reasons.
- 14.3 Quotation erased or over written are liable to be rejected.
- 14.4 Rate and amount are to be indicated both in words & figures and in case of difference between words & figures the former will prevail.
- 14.5 The firm must submit the following documents along with the tender paper duly self attested.
- 14.5.1 Permanent Account Number (PAN) of income Tax Department in the name of Firm.
- 14.5.2 Service Tax Registration number.
- 14.5.3 GST Registration certificate.

Tender should be submitted in following manner

- i) **Techno Commercial bid in one envelop- Mentioning Techno Commercial bid on the envelop without mentioning any price in this part.**
- ii) **Price Bid in one envelop – Mentioning Price bid on the envelop**

Above document should be kept in one envelop clearly mentioning on envelop “TENDER for ISO 9001:2015, ISO 14001:2015 & OHSAS 18001:2007 Certification of HMBP” & TENDER opening date and Time.

Note: If offer is not submitted as per above method the offer shall be rejected.

The Tender will be addressed to

**Sr.Dy.General Manager
Incharge, Quality Control & Assurance Department
CPL Building/HMBP/HEC
Plant Plaza Road
P.O. Dhurwa, Ranchi-834004 (Jharkhand)
Phone No. 0651-2401455
Fax No. 0651-2401166**

The TENDER proposals shall be received on the date mentioned below up to 3.00PM and shall be opened on the date mentioned below at 3.30PM.

| | |
|---------------------------------------|-------------------|
| Last date of receipt of TENDER | 05/03/2020 |
| Opening of TENDER | 05/03/2020 |

Price Bid Format

**Name of Work:-Re-certification cum upgradation audit of ISO 9001:2015,
ISO 14001:2015 & OHSAS 18001:2007 of HMBP.**

| Sl. No. | Description as per Scope | Price excluding GST |
|---------------------------------------|---------------------------------|----------------------------|
| 1 | 4.1 | |
| 2 | 4.2 | |
| 3 | 4.3 (1st Surveillance) | |
| 4 | 4.3 (2nd Surveillance) | |
| Total | | |
| Extra GST @ ___ % | | |
| Final total offer value in Rs. | | |

- Note:-**
- 1. Quoted prices shall be inclusive of all travelling expenses.**
 - 2. Lodging, Fooding, Local Travel shall be arranged by HEC.**