



# Heavy Engineering Corporation Limited

(A Govt. of India Enterprise)

Heavy Machine Tools Plant  
Purchase Department, Adm. Bldg.,  
1<sup>st</sup> Floor,  
Dhurwa, Ranchi-834004  
Email : [purhmt@hecltd.com](mailto:purhmt@hecltd.com)

Phone : 0651-2401340

No. HTP/PUR/190956/LC125/AKS/20-014

Date :18.07.2020

To  
M/s .....

Dear Sir,

We request you to submit your most competitive offer for the following items/services as per the given schedule:

## ENQUIRY SCHEDULE

Sl. No.	Description of Items/Drawings.	Total Items	Remarks
1	HYD. CYLINDER AS PER DRG. 229/K2181-31	01 Nos	

Schedule of Tender receipt : by 05.08.2020 at 1:00 PM

Opening of Tender : on 05.08.2020 at 3.00 PM

TENDERS must be submitted in sealed cover with Tender No. and the Due date superscribed on it failing which Tenders may be ignored.

**Offers to be submitted in single bid in the shape of HARD-COPY only.(Mail copy is also acceptable due to COVID condition).**

Tenders received after due date without any prior intimation will not be entertained.

1. The rate shall be inclusive of all Packing and Forwarding. If Freight charges are extra than the amount or percentage to be mentioned separately.
2. The price quoted by tenderer should be exclusive of Tax. The rate and nature of Tax applicable should be shown separately. Tax will be paid to the seller at the rate at which it is liable to be assessed or has actually been assessed on the date of supply provided the transaction of sale is legally liable to GST and within the delivery period. Any change on the taxes and duty structure beyond the delivery period will not be considered by HEC.
3. The rates quoted must be firm and the offers made must remain open for acceptance up to **three months** form the date of opening of the **price bid**.
4. Quotations erased or over written are likely to be rejected unless all corrections are authenticated with the **tenderer's signature**.
5. Delivery to be **Strictly within 4-6 weeks from the date of P.O.**
6. 100% Payment will be made **after 60 days** of the receipt of supplies at destination duly inspected ..
7. Full particulars i.e. specification, literature and/or drawing wherever applicable should be submitted along with the quotation. The brand and 'Make' name must be indicated.
8. The Corporation reserves to itself the right of accepting the whole or any part of tender or portion of the quantity offered and you shall supply the same at the rate quoted.
9. Supplies will be subject to Inspection by our Inspection wing /or inspection agencies prescribed by us.

10. Order placed as a result to this tender will be subject to the Corporation's General Terms and Conditions of contract which can be down loaded from our website ([www.hecltd.com](http://www.hecltd.com)).
11. Corporation reserves the right to call for and examine at any time the books of accounts and other documents and papers of the firm for the purpose of ascertaining whether any excess payments has been made or the firm likely to be received/received undue benefit out of execution of the particular contract.
12. **Earnest Money** – Earnest money : Rs.NIL (Along with Tender) OR please submit the NSIC/MSME/SSI registration certificates in order to exempt the EMD.
13. **Security Deposits** – 5% of order value valid till warranty period.
14. **Delivery** : The time for and the date of delivery of the Stores stipulated in the acceptance of tender shall be deemed to be the essence of the contract and delivery must be completed not later than the dates specified therein. Otherwise :
  - a) The purchaser to recover from the contractor a sum of 0.5% per week (completed week) of the price of the stores (upto maximum 10%) as liquidated damages, which the contractor has failed to deliver as aforesaid or
  - b) The purchaser may procure the undelivered stores / similar items from elsewhere, without notice to the contractor at the risk of the contractor without canceling the contract in respect of the consignment not yet due for delivery or,
  - c) To cancel the contract or a portion thereof.
15. Guarantee/Warranty must be 18 month from the date of supply and 12 months from the date of use which ever is earlier.
16. There is no obligation on our part to accept delayed/late tenders. Tenders received after the due date of the opening are liable to be rejected.
17. The rates quoted shall also be inclusive of embossing on the materials. The Ownership namely HMTP should be at a predominant place of the material to a size / thickness upon the volume of the material.

**( A. K. Sharma )**  
DM(Pur)/HMTP