

 एच०ई०सी० ISO 9001:2000	<b>HEAVY MACHINE BUILDING PLANT</b> <b>HEAVY ENGINEERING CORPORATION LIMITED</b> (A Govt. of India Enterprise) Ranchi – 834 004 (INDIA)

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### Open Tender Enquiry

**Sub: Proposal for issue of open Tender for Procurement of High Tensile Electrode.**

Tenders are invited electronically through website. Tenders are to be submitted strictly as per guidelines furnished in the website of <https://etenders.gov.in> and hereunder:

#### INSTRUCTION TO BIDDERS (ITB)

#### 1.0 Tender Summary :

Tender Ref No.	Enquiry No. PUR/HMB/22/171262/WL-6334 dated 16.07.2022	
Cost of Tender documents / Tender Fee	Rs.200.00	
Mode of Tender:	E tender with e price bid	
Type of tender	Two Bid tender	
Last date and time for on-line submission of tender	30.07.2022	UPTO 13 Hrs (IST)
Due date and time for on line opening of tender :	01.08.2022	AT 15 Hrs (IST)
Due date and time for online opening of Price bid of technically suitable firms	Will be intimated through e tender	
(Under unforeseen circumstances and if the due date falls on holiday, the tender will be opened on the next full working day at same time)		

Bidders are required to upload the bid along with all supporting documents including priced part (BoQ) only on the e-tendering website (<https://etenders.gov.in/e procure/app>), on or before the due date and time for submission of bid.

NOTE: HEC reserves the right to extend / change the schedule of any activity by intimating the bidders through a notification on the e-tender portal.

#### 2.0 Contents of tender documents:

1	Techno-Commercial Terms and Conditions of NIT	Annexure A, B, C
2	Template for Price Bid/BOQ format for online submission by the bidder	BOQ.xls

#### 3.0 Requirements for Vendors:

- A) P.C. connected with internet.
- B) Registration with Service provider portal <https://etenders.gov.in>
- C) The vendor should possess a Class-II or Class III Digital Signature certificate (Mandatory). (Bids will not be recorded without Digital Signature Certificate.)
- D) In case of any clarification please contact M/s NIC, before the schedule time of the submission of bid. Contact Person:-
- E) Registration / Enrollment of Bidder on e- tender Portal of HEC: In order to submit the bid, the bidders have to get themselves registered online on the e- tender portal of HEC Ltd with valid Digital Signature Certificate (DSC) issued from any agency authorized by CCA and which can be traced upto the chain of trust to the Root Certificate of CCA. The online Registration of the Bidders on the portal will be free of cost and one time activity only. The registration should be in the name of the bidder, whereas DSC holder may be either bidder himself or his duly authorized person.

4.0 **For registration**, Submission procedure and method of correspondence etc. Please visit our website: <https://www.hecltd.com> / <https://etenders.gov.in> and click on the relevant link for help.

**5.0 Help for participating in e-tender:**

The detailed method for participating in the e-procurement are available in the website <https://www.hecltd.com> or <https://etenders.gov.in> The bidders have to Log on to official website and then click on the specified links to start participating in the e-procurement process.

Bidders are also free to communicate with the contact person of the service provider to get all clarifications regarding the mode of the e-procurement process.

NB :

(I) Please note that there is no provision to take out the list of parties downloading the tender document from the above referred web site. As such, tenderers are requested to see the website once again before due date of tender opening to ensure that they have not missed any corrigendum uploaded against the said tender after downloading the tender document. The responsibility of downloading the related corrigenda, if any, will be that of the downloading parties.

(II) No separate intimation in respect of corrigendum to this NIT( if any ) will be sent to tenderers who have downloaded the documents from website. Please see websites i.e., <http://www.hecltd.com> or <http://www.etenders.gov.in>

6.0 The offer should be submitted (uploaded) strictly as per the terms and conditions and Procedures laid down in the website <https://etenders.nic.in> tender document failing which the offer is liable for rejection.

Bidders should download the complete NIT including the Annexure and read carefully before filling the details and uploading the documents.

7.0 The offers with any deviations to the NIT Terms and conditions shall be liable for rejection.

8.0 The bidder must upload all the documents required as per the terms of NIT. (Any other document uploaded which is not required as per the terms of the NIT shall not be considered.

9.0 It may please be noted that E-tendering or e-procurement fall under the purview of the Information Technology Act 2000 and Information Technology ( Amendment) Act 2008 and other relevant acts and subsequent amendments, if any.

10.0 There will be no physical sale of the tender documents.

**11.0 PREPARATION OF TENDER DOCUMENTS :**

Tender is to be submitted in two bid system in the following manner and shall be submitted through electronic mode only:

a. Techno-commercial bid (Part 1) – The offer is to be scanned and uploaded in our portal consisting technical details

The commercial terms and conditions (as per annexure B). The format (Commercial sheet.xls) in excel format shall be downloaded and the same excel file duly filled by the bidder is to be uploaded while submitting the offer.. No price part is to be uploaded in this part

b. Part -II – Price-Bid/BOQ: This part of the offer should contain price portion .The format of Price Bid/BOQ which in excel format shall be downloaded by the bidder and rate offered by the bidder shall be filled in the excel file and uploaded the same excel file of e tendering system while submitting the offer.

The price bid/BOQ which is incomplete and not submitted as per the instructions given will be liable for rejection.

Note :

Bidders are requested to upload all the attachments /documents in one single PDF File in Other Important Documents (OID) or as indicated in the online instructions. For Example if more than one document is to be uploaded in support of Eligibility criteria or proveness criteria or any other requirement then bidder must prepare one single PDF file of all the related documents and then upload in the system in OID

**Bid Opening Process is as below:-**

**Cover-I:** Technical bid opening date will be as per given dates. If any clarification is needed from the bidder about the deficiency in his uploaded documents in Cover-I, he will be asked to provide it through Short fall documents folder in e-tendering portal. The bidder shall upload the requisite clarification / documents within time specified by HEC, failing which tender will be liable for rejection.

**Cover-II:** The financial bids of the contractors / firms found to be meeting the qualifying requirements and technical criteria shall be intimated through portal. (Depending on Cover-I evaluation any changes in the date shall be intimated through e-tendering portal).

**12.0 Disclaimer Clause:**

Neither the Company (**Heavy Engineering Corporation Ltd.**) nor the service provider ([www.etenders.gov.in](http://www.etenders.gov.in)) is responsible for any failure of submission of bids due to failure of internet or other connectivity problems or reasons thereof.

**13.0 Please read carefully before you quote: -**

Last date of Receipt of Tender Document: by 1:00 PM (IST) on. 30.07.2022.

Due date of tender opening (Part 1 only): at 3:00 PM (IST) on 01.08.2022.

1. Item is to be supplied as per the provided specifications.
2. Offer has to be quoted on FOR HMBP Stores, Ranchi basis. The rate quoted shall be inclusive of all packing & forwarding and exclusive of GST.
3. Validity – Minimum 120 days from the date of opening of tender.
4. Order will be under L.D. clause.
5. Price bid is to be uploaded as per BOQ of NIT.
6. Terms and condition in Annex B is to be submitted/uploaded along with Technical (Part-I) bid.
7. **Specific Make/Brand must be indicated in the offer . Valid Authorization/dealership certificate must be submitted along with offer .**

**Note:**

**Instruction to Bidder: “This Procurement of goods/services under the reference tender is covered under public procurement policy 2017 & PPF/SME (2012) revised 16.09.2020 and herein after any further revisions”.**

**Annexure:- A**

**1.0 SCOPE OF SUPPLY: -**

Supply of High Tensile electrode as per details given below:

Sl. No	Material Code	Description of Items	Qty (in Kgs )
1	8511200100	.High Tensile Electrode conforming E10016-G as per AWS A 5.5 Size : Ø 3.15 mm	150
2	8511200100	.High Tensile Electrode conforming E10016-G as per AWS A 5.5 Size : Ø 4.00 mm	350

**Special Note: Specific Make/Brand must be indicated in the offer . Valid Authorization/dealership certificate must be submitted along with offer .**

**NOTE:**

1. The rate quoted shall be inclusive of all packing & forwarding. Freight charges to be mentioned separately, if applicable.
2. The Price quoted by the tenderer should be exclusive of GST. The rate and nature of GST applicable should be shown separately. GST 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 & duty structure beyond the delivery period will not be considered by HEC.
3. Quotations erased or over written are likely to be rejected unless all corrections are authenticated with the tenderer's signature.
4. The rates quoted must be firm throughout the period and the offers made must remain open for acceptance for four months from the date of opening of the tender.
5. **Delivery-** Delivery date offered must be specified and guaranteed. Our required delivery **is within 04 weeks from** the date of placement of P.O.
6. **Payment term-** Full payment will be made against Tax Invoice within 60 days of the receipt of supplies at destination duly inspected. In case of offered payment term other than as specified in NIT, Interest @ 1% per month i.e 12% per annum will be loaded on offered rate of the firm for calculating landed cost in deciding L1 status.
7. Full particulars i.e. specification, literature wherever applicable should be submitted alongwith the quotation. The brand and 'Make' name must be indicated.
8. The Corporation does not pledge itself to accept the lowest or any tender and 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. The corporation reserves the right to reject any / all tender partly / cancel the tender without assigning any reason thereof.
11. Order placed as a result of 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)
12. 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 Order.
13. **Tender Fee** – Tender fee Rs.200.00 will have to be deposited by demand draft from any nationalized bank in favour of Heavy Engineering Corporation Ltd. Ranchi. – 4.

14. **Security Deposits** - Successful tenderers will have to deposit security equal to 5 percent of the contract value within the desired period. Failing this, the contract will be cancelled at the risk and expenses of the suppliers. The vendor should confirm its acceptance in techno-commercial bid.
15. Material supply should be guaranteed for 18 months from the date of supply or 12 months from date of use, whichever is earlier. The vendor should confirm its acceptance in techno-commercial bid.
16. 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.
17. There is no obligation on our part to accept delayed / late tenders. Tenders received after the due date of opening are liable to be summarily rejected.
18. **Risk purchase clause** - If order is not executed within the scheduled delivery period then it will be the prerogative of HEC to procure this item at risk & cost of the firm.
19. **General conditions of the contract** : Unless otherwise specified in the Terms & Conditions above, the order placed as a result of this tender shall be governed by General conditions of contract of purchase of HEC Ltd, which is available in the web site of HEC.(www.hecltd.com)
20. In case bidder is covered under MSME criteria, it is mandatory to quote UAM no. in Bid Documents. HEC is registered on TReDS governed by RBI Guidelines and our registration no. is HE0000320. All MSME firms are advised to register on RXIL (Receivable exchange of India – Mumbai).

NOTE:

1. Please indicate whether your firm is covered under MSEs/MSEs owned SC/ST or covered under SSI separately in Tech. Bid.
2. Terms & Conditions duly filled in and to be submitted along with Tech –Bid of offer otherwise your offer may not be evaluated.



(P. Priyadarshini)  
Manager/Pur/HMBP  
HEC Limited, Ranchi

## Annexure B

### Commercial Terms & Conditions

Sl. No	Contents	Desired by HEC	Bidders Confirmation
1	Price Term (Ex-Works / FOR HMBP)	FOR HMBP Stores	:
2	Packing and Fwd. (Extra/Included/Not Applicable)	To be indicated if any	:
3	GST ( rates as applicable) i. CGST. ii. SGST. iii. IGST.	To be quoted separately.	:
4	Payment Terms	100% payment along with taxes will be made against tax invoice within 60 days of receipt of material at destination duly inspected. For offered payment term other than as specified in NIT, interest @ 1% per month i.e., 12% per annum will be loaded on offered rate of the firm for calculating landed cost to decide L1 status.	:
5	Validity of Offer	4 Months from date of opening of tender.	:
6	Price Variation Clause	Not Applicable	:
7	Delivery Schedule	Delivery date offered must be specified and guaranteed. Our required delivery <b>is within 04 weeks from</b> the date of placement of P.O.	:
8	Inspection	By QCA/HMBP, or his representative.	:
9	Insurance charges if any	To be quoted separately	:
10	Freight Charges if Ex-Works	To be quoted separately	:
11	Guarantee Certificate & Clause	Material supply should be guaranteed for 18 months from the date of supply or 12 months from date of use, whichever is earlier.	:
12	Test Certificate	To be provided	
13	L/D Clause Acceptable (Yes/No)	To be Accepted	:
14	Risk Purchase	To be accepted	
15	SD Clause	@ 5% of Contract Value	
16	GST Registration No.	To be provided	:
17	Name of the contact person with phone no. & e-mail address	To be provided	
18	GCC	To be accepted	
19	Special terms (If Any)		
20	UAN no.	To be provided	
21	Tender Fee	Tender fee Rs.200.00 will have to be deposited by demand draft from any nationalized bank in favour of Heavy Engineering Corporation Ltd. Ranchi. – 4.	

(Signature of vendor)

Format for  
**BANK GUARANTEE FOR SECURITY DEPOSIT**

( to be issued by any Nationalized bank preferably State bank of India negotiable at their counters in Ranchi )

TO,

M/S HEAVY ENGINEERING CORPORATION LIMITED  
PLANT PLAZA ROAD,  
DHURWA,  
RANCHI – 4

Dear sir,

In consideration of your agreeing to accept the security deposit of rs. ....'amount'..... furnishable to you by m/s ..... 'firms name'..... (hereinafter referred to as contractor) in terms of the contract no. ....'hec's purchase order no'.....for supply of ..... 'details of items'.....(hereinafter referred to as the 'contract' ) in the form of a bank guarantee in the manner hereinafter contained we.....'bank details'..... branch, having registered office at ..... 'place'..... do hereby covenant and agree with you as follows:

1. We hereby undertake to indemnify you up to a sum of rs. ....'amount'.....(rupees ..... 'amount in words'.....) against any loss or damage caused to or suffered by you or that may caused to or suffered by you by reason of any breach or breaches on the part of the contractor of any of the terms and conditions contained in the said contract and in the event the contractor shall make any default or defaults in carrying out any of the works under the said contract or otherwise in the observance and performance of any of the terms and conditions relating thereto in accordance with the true intent and meaning thereof, we shall forthwith on demand and without any protest or demur pay to you such sum or sums not exceeding in total the said sum of rs. ....'amount'.....(rupees ..... 'amount in words'.....) as may be claimed by you as your losses and / or damages, costs, charges or expenses by reason of such default or defaults on the part of the contractor.
2. Notwithstanding anything to the contrary contained in this guarantee your decision as to whether the contractor has made any such default or defaults and the amount or amounts to which you are entitled by reasons thereof will be binding on us and we shall not be entitled to ask you to establish your claim or claims or damages or losses suffered by you but will pay the amount demanded by you under this guarantee forthwith on your demand without any protest or demur.
3. This guarantee shall continue and hold good until it is released by you on the application by the contractor after expiry of the related warranty period of the said contract and after the contractor have discharged all their obligations under the said contract and produced a certificate of due completion of the work under the said contract and submitted a 'no demand certificate' provided always that this guarantee shall in no event remain in force after the date of ...'date'..... without prejudice to your claim or claims arisen and demanded from or otherwise notified to us in writing before the expiry of six months from the said date which will be enforceable against us notwithstanding that the same is or are enforced after the said date.

4. We .....*'bank name'*....., further undertake to extend the validity of this beyond the period prescribed in clause 3 or as extended from time to time, for such further period as may be required in writing before the expiry of this and upon such extension(s), all terms and conditions of this shall remain in full force till the expiry of this extended period(s).
5. You will have the fullest liberty without affecting this guarantee from time to time to vary any of the terms and conditions of the said contract or extend the time of performance of the contractor or to postpone for any time or from time to time any of your rights or powers against the contractor and either to enforce or forebear to enforce any of the terms and conditions of the said contract and we shall not be released from our liability under this guarantee by the exercise of your liberty with reference to matters aforesaid or by reason of any time being given to the contractor or any other forbearance, act or omission on your part or any indulgence by you to the contractor or by any other variation or modification of the said contract or any other act, matter or things whatsoever, which, under the law relating to sureties, would but for the provisions hereof, have the effect or so releasing us from our liability hereunder provided always that nothing herein contained will enlarge our liability hereunder beyond the limit of rs. ....*'amount'*.....(rupees .....*'amount in words'*.....) as aforesaid or extend the period of the guarantee beyond the said date of ...*'date'*.... unless expressly agreed to by us in writing in terms of clause 4 hereof.
6. This guarantee shall not in any way be affected by your taking or varying or giving up any securities from the contractor or any other person, firm or company on its behalf or by the winding up, dissolution, insolvency or death as the case may be of the contractor.
7. In order to give full effect to the guarantee herein contained, you shall be entitled to act as if we are your principal debtors in respect of all your claims against the contractor hereby guaranteed by us as aforesaid and we hereby expressly waive all our rights of surety ship and other rights, if any, which are in any way inconsistent with any of the provisions of this guarantee.
8. Subject to the maximum limit of our liability as aforesaid this guarantee will cover all your claim or claims against the contractor from time to time arising out of or in relation to the said contract and in respect of which your claim in writing is lodged on us before expiry of six months from the date of expiry of this guarantee.
9. Any notice by way of demand or otherwise hereunder shall be in writing and may be sent by special courier, speed post or telefax to us at our local address as aforesaid.
10. This guarantee and the powers & provisions herein contained are in addition to and not by way of limitation of or substitution for any other guarantee or guarantees heretofore given to you by us whether jointly with others or alone and now existing uncanceled and that this guarantee is not intended to and shall not revoke or limit such guarantee or guarantees.
11. This guarantee shall not be affected by any change in the constitution of the contractor or us nor shall it be affected by any change in your constitution or by any amalgamation or absorption thereof or therewith but will ensure for the benefit of and be available to and enforceable by the absorbing or amalgamated company or concern.
12. This guarantee is irrevocable during the period of its currency and shall not be revoked without your previous consent in writing.
13. We further agree and undertake to pay you the amount demanded by you in writing irrespective of any dispute or controversy between you and the contractor or any reference to arbitration of the said dispute / controversy pending or a civil suit filed by the contractor in respect of the dispute or controversy.



14. Notwithstanding anything contained herein above our liability under this guarantee is restricted to rs. ....'amount'.....(rupees ....'amount in words'.....) and this guarantee shall remain in force until .....*'date'*.... unless a written claim is lodged on us for payment under this guarantee within six months from the date of expiry of this guarantee i.e. on or before ...*'date'* + *'6 month'*..... all your rights under this guarantee shall be forfeited and we shall be deemed to have released and discharged from all liabilities there under. irrespective of whether or not the original guarantee is returned to us.
15. We have power to issue this guarantee in your favour under the memorandum and articles of association of the bank and the undersigned has full power to execute this guarantee under the power of attorney granted to them by the bank.

FOR AND ON BEHALF OF

*'name of bank'*

*'signature with seal'*