

NOTICE INVITING TENDER DOCUMENT

FOR

**OIL RIGS SITE SERVICES – R&U WORK & WARRANTY SUPPORT ON
DAILY RATE CONTRACT BASIS**

NIT No.: CXX/2021-22/03/Oil Rigs

DTD. 25.11.2021

DUE DATE AND TIME: 16.12.2021, 1100 HRS



BHARAT HEAVY ELECTRICALS LTD.

Control Equipment Services Department (CXX)

Block-3 Annexe, WWGF

Piplani, BHOPAL - 462 022

Encl: 17 sheets



BHARAT HEAVY ELECTRICALS LTD., BHOPAL - 462022
CONTROL EQUIPMENT SERVICES DEPT. (CXX)
0755- 2503357/3080 FAX: 0755-2500410 email : srai@bhel.in
namitprakash@bhel.in

To,

From: SANJAY RAI, Sr. DGM (CEE & CXX)
BHEL BHOPAL – 462 022

Ref: CXX/2021-22/03/OIL RIGS
Date : 25.11.2021

By Registered Post / By E-mail / By Hand/Press Tender

NIT NO.: CXX/2021-22/03/Oil Rigs

Date: 25.11.2021

**SUB: OIL RIGS SITE SERVICES – R&U WORK & WARRANTY SUPPORT
ON DAILY RATE CONTRACT BASIS**

Dear Sirs,

1. Sealed Bids are invited as per Terms & Conditions enclosed from qualifying bidders
2. The Bids shall be in 2-part system i.e. Part-1 “Techno-Commercial Bid” and Part-2 “Price Bid”, both to be sent in separate sealed envelopes and dispatched in a single packet. The outer packet cover shall be inscribed with:

NIT No.: CXX/2021-22/03/OIL RIGS DUE DATE: 16.12.2021
**PROJECT: OIL RIGS SITE SERVICES – R&U WORK & WARRANTY SUPPORT ON
DAILY RATE CONTRACT BASIS**

Inner envelopes shall be inscribed with:

PART-1: TECHNO-COMMERCIAL BID
NIT No.: CXX/2021-22/03/OIL RIGS DUE DATE: 16.12.2021
**PROJECT: OIL RIGS SITE SERVICES – R&U WORK & WARRANTY SUPPORT ON
DAILY RATE CONTRACT BASIS**

PART-2: PRICE BID
NIT No.: CXX/2021-22/03/OIL RIGS DUE DATE: 16.12.2021
**PROJECT: OIL RIGS SITE SERVICES – R&U WORK & WARRANTY SUPPORT ON
DAILY RATE CONTRACT BASIS**

The Bid should be addressed to:

In-Charge, Tender Room, Administrative Building,
BHEL, Piplani, BHOPAL – 462022

3. Deputation to the site shall be on daily rate basis, as per T&C of NIT.
4. The Bid should be free from correction, overwriting, using corrective fluid etc. Any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature(s) of person(s) signing the bid else bid shall be liable for rejection.

5. Format for Part-1 Techno-Commercial Bid provided with the tender in Annex. – C is to be filled-up mandatorily and required enclosures attached.
6. The Bid must reach us sufficiently before **1100 hrs on 16.12.2021** and the Part-1 Techno-Commercial Bid will be opened on **16.12.2021** at **1400 hrs.** in the presence of those representatives of the bidders having authority letters from their companies.
7. **The Bid envelope should be inside the tender box (Green colour)** available in Tender room at Ground Floor, Administrative Building **before 1100 hrs. on 16.12.2021**. Bid received after 1100 hours shall be considered as late tender and is liable to be rejected.
8. Earnest Money (EMD) of Rs. **19,749/-** as mentioned in A: **The EMD is to be paid either (i) by online mode as per clause 22 of NIT above (e-Payment) and/or (ii) in the form of FDR issued by Scheduled Banks/Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL). No other mode of payment is acceptable. The EMD paid shall not carry any interest. EMD of un-successful bidder shall be returned after award of work to successful bidder (techno-commercial cleared L1 bidder). If the bidder has already deposited one time EMD of Rs. 5 Lakhs with BHEL Bhopal, they are exempt from paying EMD for this tender.** Bid received without EMD is liable to be rejected.
9. Tender Fee of Rs. 500/-+GST (Rs. One Thousand only) to be **deposited online only and deposition slip (generated online)** to be sent along with the Bid inside the envelope containing Part-1 Techno-Commercial Bid. Bid received without Tender Fee is liable to be rejected. The Tender Fee shall be non-refundable. Amount deposited other than online mode is not acceptable, Refer point no.22 for process of online deposition. Bid received without EMD is liable to be rejected. The Tender Fee shall be non-refundable. Also Refer point no. 22 below for deposition instruction.
10. **The enclosed scope of work, as detailed in the tender, covers only the major work / activities. In addition, if any other related activities for the completion of job are needed, as per general maintenance requirement and site conditions, they have to be carried out without any extra cost.**
11. Maximum Time period of completion of job shall be as per the schedule provided by BHEL / Customer for each PCR/ Oil rigs equipments. Penalty for delay shall be as per LD Clause (Cl. 1.5 in Annex. – A & Cl. J.2 in Annex. – B).
12. It will be in the interest of the contractor to visit the site before submitting the Bid to have clear idea about the site conditions, location and existing state of the equipment etc. Contractor shall provide prior information to BHEL.
13. BHEL is not responsible for the tenders/ bids lost / delayed in transit / by post etc. Any Bid reaching this office after due date & time or without EMD & Tender Fee may not be considered.
14. The validity of Bids should be six months from the date of tender opening.
15. The selected Contractor will have to mobilize their team (Reporting at site) with all pre-requisites within 7 days of the issue of the Letter of Intent / Work Order or advise for starting work from our end, whichever is later.
16. **Bid not received in line with the tender enquiry is liable to be rejected.**
17. It is requested that only authorized representative of the bidder attends the tender opening.
18. All tools & instruments and their mobilization is Contractor's responsibility. Contractor shall ensure use of only calibrated Inspection / Measuring / Testing Equipment conforming to national standards. Valid calibration certificate shall accompany these IMTEs.
19. "Code for Safety Management at Services Sites" in Annex. – E and "Statutory Liabilities of the Contractor" in Annex.– F are to be accepted by the party for qualifying in Techno-Commercial bid.
20. **Part-2 Price bids of only those parties will be opened who qualify in the Techno-Commercial bid.**
21. After receipt of work order from BHEL (if found technically suitable with L-1 price), Contractor has to sign a Contract Agreement on Rs. 500 Stamp Paper covering all terms and conditions of work order. Stamp duty charges shall be borne by the Contractor.
22. In order to minimize cash handling, faster collection of money receipt and also to provide ease and comfort of payment from their own place for depositors; an online facility through SB-Collect has been implemented. It is for depositing amount for getting various types of services from BHEL Bhopal viz. Tender cost, Earnest Money Deposit, Security Deposit etc., Complete

details are available under tag “online e-payment” on internet. Same page may also be viewed by clicking over the following link:

<http://www.bhelbpl.co.in/qcins/iccs.htm>

Details of developed templates are available on bank site. For first time user “Help Documents” is also available on page under which general information relating to procedure for depositing amount is available on page number 2 and 3. In addition to above for specific query related to type of deposit, demo with the template is also available on respective page mentioned on page no 2 of the help documents.

It is expected from the depositor(s) to understand the process first from the help document bank site before proceeding to deposit.

Path:

1. <http://www.bhelbpl.co.in/qcins/iccs.htm>
2. [Proceed Direct to Bank Site for payment](#)
3. Accept the T&C and proceed.
4. Select State- Madhya Pradesh
5. Select Industry
6. Select Industries name as Bharat Heavy Electrical limited Bhopal
7. Select Payment Category – Tender Fee/ EMD/ SD etc.
8. Fill the details and Deposit the amount.

Thanking You,

Yours faithfully,

For and on behalf of BHEL

(Sanjay Rai)

Sr. DGM (D) (CEE/ CXX)

Encl:

1	BHEL Commercial Terms & Conditions	Annex. – A
2	Scope of Work, Technical Details	Annex. – B
3	Techno-Commercial Bid Format	Annex. – C
4	Price Bid Format	Annex. – D
5	Code for Safety Management at Services Sites	Annex. – E
6	Statutory Liabilities of the Contractor	Annex. – F
7	Qualifying Criteria & Special Conditions	Annex. – G
8	Compensation clause	Annex. – H
9	Guideline for GST	Annex. – I
10	Arbitration & Law	Annex. – J

1.0 BHEL COMMERCIAL TERMS & CONDITIONS		CXX/2021-22/03/OIL RIGS
1.1	Terms of Payment	<ul style="list-style-type: none"> • No mobilization advance is payable. • Payment shall be made within 60 days from the date of receipt of clear bill on per visit basis in the following manner: • 100% payment for each site visit after work completion (supported with MOM / certification by BHEL / Customer) together with invoice for completed activities. • SD deducted from Running Account bills shall be returned 90 days after expiry of contract.
1.2	Deduction of Income Tax / Payment of GST	<p>All payments are subject to Income Tax deduction as per prevalent rate of the bill amount at source as per Central Government Laws. BHEL shall issue appropriate certificate in this regard.</p> <p>GST as applicable, shall be payable extra at the prevailing rate upon proof of payment.</p>
1.3	Earnest Money Deposit (EMD)	<p>EMD is essentially to be deposited by each bidder:</p> <p>EMD amount for this NIT is Rs. 19,749/-</p> <p>The EMD is to be paid either (i) by online mode as per clause 22 of NIT above (e-Payment) and/or (ii) in the form of FDR issued by Scheduled Banks/Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL). No other mode of payment is acceptable. The EMD paid shall not carry any interest. EMD of un-successful bidder shall be returned after award of work to successful bidder (techno-commercial cleared L1 bidder). If the bidder has already deposited one time EMD of Rs. 5 Lakhs with BHEL Bhopal, they are exempt from paying EMD for this tender.</p>
1.4	Security deposit (SD)	<p>SD is essentially to be deposited by the successful bidder @3% of the Contract Value. EMD of the successful tenderer shall be converted and adjusted towards the required amount of Security Deposit.</p> <p>At least 50% of the required Security Deposit, including the EMD, shall be collected before start of the work. Balance of the Security Deposit can be collected by deducting 10% of the gross amount progressively from each of the running bills of the Contractor till the total amount of the required Security Deposit is collected.</p> <p>Balance SD may be accepted in the following forms (after adjusting the EMD amount):</p> <ol style="list-style-type: none"> i) Electronic Fund Transfer in favor of BHEL. ii) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL iii) Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL) iv) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged, as applicable, in favour of BHEL) <p>(Note: BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith)</p> <p>(v) online as per clause 21 of NIT above (e-Payment).</p> <p>Bidder agrees to submit performance security required for execution of the contract within the time period mentioned. In case of delay in submission of performance security, enhanced performance security which would include interest (SB/ rate + 6%) for the delayed period, shall be submitted by the bidder. Further, if performance security is not submitted till such time the first bill becomes due, the amount of performance security due shall be recovered as per terms defined in NIT/Contract, from the bills along with due interest</p>
1.5	Penalty Clause	Refer Annexure B Clause J.2.

All other terms and conditions shall be governed as per NIT details and its Annexures signed and submitted by the bidder with the Bid and subsequent clarifications / confirmations, if any.

SCOPE OF WORK & TECHNICAL DETAILS OF	OIL RIGS SITE SERVICES – R&U WORK & WARRANTY SUPPORT ON DAILY RATE CONTRACT BASIS
EXECUTING AGENCY	BHEL, BHOPAL: CEE – CXX DEPT.

A. SCOPE OF WORK AND BRIEF DESCRIPTION OF ACTIVITIES INVOLVED:

Deputing Qualified, experienced / skilled person(s) / agencies who have practical experience in Oil Field Eqpt commissioning / trouble-shooting or experienced in Testing / AMC of motors, generators, control panels, electronics, instrumentation, capable to read / understand / interpret schemes & documents, to ONGC / OIL Drilling Sites for Refurbishment & Upgradation works, Commissioning and Warranty support as per BHEL requirement, as per this NIT Terms & Conditions.

B. SERVICES REQD. AT THE FOLLOWING SITES: Oil Exploration / Production sites of

- ONGC / ERBC – Assam Asset e.g. Sibsagar / Jorhat / Silchar / Agartala / Kolkata etc.
- ONGC / SRBC – KG Asset e.g. Rajahmundry etc. and Cauvery Asset e.g. Karaikal etc.
- ONGC / WRBC – Ankleshwar, Ahmedabad, Mehsana Assets etc.
- ONGC / NRBC – Sundernagar, Jodhpur Assets etc.
- OIL Duliajan, Moran etc.

Any other Oil Rig sites as per requirement.

C. LIST OF TOOLS TO BE CARRIED BY CONTRACTOR:

- A.** Solder Iron & Desolder Pump with consumable.
- B.** Hand Drill machine.
- C.** Multimeter
- D.** 1000 V Megger
- E.** Electrician General Tools (Screw Driver Set, Spanner Set, LN Key Set, Tester, Socket Set, Wire Stripper, Crimping Tool etc.)
- F.** Resistance Box with One Set of resistances
- G.** Measuring Tools, Torch Light, insulation Tape etc.
- H.** Jigsaw machine, grinder etc.
- I.** Crimping tool for BCH Plugs/ Sockets, 20 Pin Pyle Sockets.1000A Pyle sockets etc.
- J.** Any other tool required for commissioning at rig site.

D. TERMS & CONDITIONS:

1.	Contractor shall make deputation as per call given by BHEL, maximum within 07 Days of period.
2.	The daily rate charges shall be paid for the period(s) of actual working at site, based on the Time Sheets / Certification by BHEL / Customer / Site Representative, as per the Daily Rates finalized.
3.	Journey DA: Fixed DA charges @ Rs 282/- per day towards travel / journey time shall be paid. For part- hours journey period payment shall be made based on: (a) 3-6 Hrs = ¼ DA, (b) 6-12 Hrs

	= ½ DA (c) More than 12 Hrs shall be Full DA.
4.	The person(s) called for at BHEL or deputed to site will make his/their own arrangement for stay / lodging & boarding.
5.	After job completion, the contractor shall submit the Invoice for number of days worked at site, along with other vouchers.
6.	The Contractor will make his own arrangement for the necessary insurance of his (i) personnel (ii) instruments / tools / tackles, test eqpt against accidents, damage, theft or fire etc. Necessary workmen compensation insurance is contractor's responsibility.
7.	The contractor shall carry out and complete the specified work(s) to the entire satisfaction of BHEL.
8.	BHEL shall not reimburse any expenses towards (i) insurance cover for contractor's Persons deputed for site work, tools, instruments etc (ii) any medical expenditure (iii) transport of his tools / instruments, personal luggage etc.
9.	Rly Journey: To and Fro railway fare equivalent to II-AC incl. Tatkal Chgs., if paid, will be reimbursed for Graduate Engineer and III-AC incl. Tatkal Chgs will be reimbursed for Diploma and ITI holders from Bhopal or Registered Office of the party to the place of deputation. Journey particulars (Train Name, Train No. Tkt No., Stn From, Stn To, Distance, Date & Time of Departure, Date & Time of Arrival, Fare etc) to be furnished with the bills / invoices and the same shall be self-certified.
10.	Road Journey: Where train journey is not available / longer distance / more time consuming, Road travel charges shall be reimbursed @ Rs 5/- per Km
11.	Local Conveyance: (i) Where Customer or BHEL is not providing any conveyance to the site from the stay place, re-imburement @ Rs 176/- per day shall be permitted. For GHA within the Factory premises provided by customer, this shall not be paid. (ii) Local conveyance to / from Place of Residence / Hotel / GH from / to Rly. Station / Bus Stand shall be Paid @ Rs. 176/- per trip
12.	Depending on requirement, the contractor shall have to depute his person(s) even on 24 hours' notice (to leave HQ), as per BHEL requirement to attend site work.
13.	Drawing, Schemes/ Wiring shall be provided by BHEL for successful bidders during deputation at site.
14.	Contingency purchases: Contingency re-imburement against expense of fabrication of plate/mounting bracket/channel/stand, paint, thinner, Primer, Brush, tape, measuring tool, cable accessories/Telephone charges/Courier charges/Cancelled Tickets etc. can be purchased with prior approval of BHEL and shall be reimbursed limited to Rs. 28,760/- subject to production of Bill and certification by BHEL.

E. CONTRACT VALIDITY & REVIEW OF PERFORMANCE:

1. Contract shall be valid for two years from the date signing of contract agreement.
2. BHEL may short close the contract without assigning any reason.
3. BHEL shall appraise the performance of the contractor during testing, commissioning and functioning of the system and any other work done by contractor and shall be entitled to reject any work which, is not in full accordance with their expectations BHEL reserves the right to even terminate the contract unilaterally.

F. CONFIDENTIALITY:

The Contractor shall not mis-utilize, issue to others any confidential information like Schemes / Drgs, Manuals, Instructions etc pertaining to the BHEL equipment / system nor shall attend to any site complaints for the said Equipment directly on private basis during the tenure of contract.

G. STATUTORY LIABILITY & ADHERANCE TO SAFETY MANAGEMENT CODE:

Where the Contractor Company has employed workers for these services, the enclosed Statutory Rules / Regulations viz. “Code for Safety Management at Services Site” and “Statutory Liabilities of the Contractor” (vide **Annexures - E & F**) are to be accepted and followed by the party and feedback against compliance to be provided to BHEL.

The contractor shall defend & hold the BHEL, M/s ONGC or person & agencies working on their behalf harmless from all actions, claims, suits and demands made, against either or both or any or all of them in respect of injuries to or death of any person including employees of the contractor or non-compliance of any statutory requirement.

H. QUALIFICATION CRITERIA & SPECIAL CONDITIONS: Refer Annexure-G.

I. CONTRACT VALUE:

Total Number of days (tentative) for which site work is required is mentioned in price bid, all the factor as mentioned in clause D of annexure B shall be considered for arriving at contract value. The total contract value shall be comprising tentative Mandays, to & fro Train journey from respective HQ, local conveyance, Journey, Contingency charges, etc. as mentioned in Cl. D of Annexure B above.

J. TIME FRAME & LIQUIDATED DAMAGE (LD):

1. Expected Time Contract shall be valid for two years from the date signing of contract agreement.
2. Deputation at site shall be based on customer’s call. Supplier shall have to mobilize their team (Mobilization means reporting at site fully prepared) within a week’s notice provided to them for erection and commissioning. Wherever the delay is due to lapses by the –Contractor, a sum equivalent to 0.5% of Contract Value for each week of delay (due to mobilization), subject to a maximum of 10% of the Contract Value shall be recovered as Liquidated Damages (LD)/Penalty.

PART – 2	PRICE BID	DUE DATE: 16.12.2021
OIL RIGS SITE SERVICES – R&U WORK & WARRANTY SUPPORT ON DAILY RATE CONTRACT BASIS		

NAME & ADDRESS / PIN CODE / TEL / FAX / E-MAIL OF BIDDER	
BID DETAILS	Ref No. : _____ Date: _____

A. PRICE BID FORMAT:**Rates must be quoted as below:**

Sl.	Description	Tentative Man Days envisaged (A)	Price in (Rs.) (B)
1.0	DAILY RATE (Exclusive of Service tax) FOR GRADUATE ENGINEER FOR SITE WORK	72	Total Graduate engineer price shall be 47.72% of the total value.
2.0	DAILY RATE (Exclusive of Service tax) FOR DIPLOMA ENGINEER FOR SITE WORK	72	Total Diploma engineer price shall be 32.01% of the total value.
3.0	DAILY RATE (Exclusive of Service tax) FOR SKILLED ELECTRICIAN FOR SITE WORK	72	Total Skilled electrician price shall be 20.27% of the total value.
Total in Fig.			XXXXXXXXX (TO BE FILLED BY BIDDER)
Total in Words			

HQ/ Station of Contractor (from where persons are to be deputed at site):.....

Note:

- Bidder to quote only total value at the bottom of 'B' Column based on total man days envisaged as in 'A' column. Individual item rates for Graduate Engineer, Diploma engineer, and Skilled Electrician shall be derived from total value in the ratio of percentage as shown in 'B' Column. Per day rate of graduate engineer, Diploma engineer & skilled electrician shall be calculated by calculated amount of column (B) divided by number of man days as shown in column in (A).**
- Rates quoted above should include lodging & boarding charges and shall be firm throughout the contract period.
- The Price Bid should be free from correction, overwriting, using corrective fluid etc. Any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature(s) of person(s) signing the bid else bid shall be liable for rejection.
- Rates should be quoted in figures as well as words and should comply to the following criteria:
 - 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 will be corrected accordingly, unless 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.
 - 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;
 - 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 of (a) and (b) above.

- d) Such discrepancy in an offer 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 BHEL, the bid is liable to be ignored.
5. HQ/Station of Contractor to be mentioned from where persons are to be deputed at site for considering the journey fare for deciding the contract value, else HQ shall be taken bi-default at Bhopal and contract value shall be derived accordingly.
 6. Above daily rate should be for site work only and not for journey period.
 7. GST shall be payable extra as applicable on proof of payment.
 8. Payment towards other head shall be as per Cl. D of Annex. B.
 9. In the course of evaluation, if more than one bidder happens to occupy L-1 status, effective L-1 will be decided by soliciting discounts from the respective L-1 bidders. In case more than one bidder happens to occupy L-1 status even after soliciting discounts, the L-1 bidder shall be decided by a toss/draw of lots, in the presence of the respective L-1 bidder(s) or their representative(s). Ranking will be done accordingly. BHEL's decision in such situations shall be final and binding.
 10. Other Terms shall be as per NIT.
 11. Man Days mentioned here are tentative and actual Payment shall be made based on actual days consumed at site, limited to contract value.
 12. Bids should comply to minimum statutory amount, i.e minimum wage, PF, ESI, etc. Bids lower than the minimum statutory amount shall be rejected.
 13. TDS under Income Tax Act shall be deducted as applicable from contractors' bill.
 - 14. Total Contract value shall be calculated based on total cost to BHEL by summing up total amount as above, to & fro train fare, Journey DA cost of service personnel, Local Conveyance and as per other T&C of clause D of Annexure B.**

Sign of contractor: _____

Date:

Seal

NIT No. CXX/2021-22/03/OIL RIGS

Dtd: 25.11.2021

SUB: CODE FOR SAFETY MANAGEMENT AT SERVICES SITES

It may please be noted that the following practices are to be observed during execution the work:

GUIDELINES FOR SAFE WORK PRACTICES

- Personal Protective Equipment: Provision & use of personal protective equipment conforming to Indian or equivalent standards to all employees of BHEL & its sub-contractors working at sites shall be ensured as specified below:
- Safety Helmets Conforming to IS:2925 shall be worn by all at sites where there is any possibility of any object falling from overhead.
- Safety Belts (Type 2) Conforming to IS: 3521 shall be used with the life line properly tied, by any person who is required to work at an elevated location from where there is possibility of fall of the person by more than two meters.
- Person who might be exposed to any hazards to his eyes & face during the course of his work shall use 2.1.3 Eye & Face Protection Device Conforming to IS: 8940 or 8520.
- Ear protection Device Conforming to IS: 6229 shall be used by any person exposed to excessive noise in his work.
- Hand & Body Protection Devices IS: 2573 or 6994 or 8519 or 8807 as applicable shall be used by a person who might be exposed to the possibility of Injury to his hand or body while executing a particular task.
- Foot Protection Devices: Safety shoes or good quality covered shoes, depending on the degree of hazard one is likely to be exposed to, shall be worn by persons engaged at servicing sites.

HOUSE KEEPING

- Materials, equipment etc. shall not be placed or left work area so as to obstruct safe movement of people or cause any other mishap.
- Work places & passageways that are slippery due to oil, water etc. shall be cleaned up or strewn with sand/similar substance.
- Action shall be taken to discourage the practice of throwing materials/ equipment from elevated locations to lower levels.

ILLUMINATION

- Adequate & suitable artificial lighting shall be provided at all work places and their approaches.
- Lamps shall be protected by suitable guards where necessary to prevent danger, if the lamp breaks.
- Hand-held lamps shall be powered by either 24V supply or dry cells.
- Emergency lighting provisions for night work shall be made to minimize danger in case of power failure.
- Insertion of electrical wires directly into socket holes without proper plug top for drawing power shall not be allowed.
- Proper earthing & insulation of all temporary electrical lines laid for servicing jobs shall be ensured.

FIRE HAZARDS/ ACCIDENTS AND THEIR CONTROL

- Contractor should ensure that fire- fighting equipment, arranged by customer, is available in the vicinity of work place.
- Arrangements shall be made to contain sparks generated during welding, cutting or other operations and sparks shall not be allowed to fall down on combustible materials, if any, kept below.
- Every scaffold shall be of safe design for the purpose for which it is to be used and shall be of safe and sound constructions and maintained in good conditions.
- Switching off of power supply to welding machines etc. shall be ensured during non-working period.
- Rolling & dragging gas cylinder shall be allowed but suitably designed cage system shall be used for lifting of gas cylinders to elevated work locations and also for lowering them.

FIRST AID

- Contractor shall be required to maintain a first aid box with essential items. The box shall be available for use at all hours of work.

STATUTORY REQUIREMENTS

- Adherence to all local, state and central legislation on safety measures as applicable to the work at site shall be ensured.
- This document may be treated as a part of the NITs and your acceptance of these requirements will be essential for qualifying to work as our sub-contractor.

SUB: STATUTORY LIABILITIES OF THE CONTRACTOR

- All statutory requirement under Minimum Wages Act 1948, Payment of Wages Act 1936, Workmen Compensation Act 1923, EPF & MP Act 1952, Payment of Gratuity Act 1972, ESI Act 1948, Contract Labour (R&A) Act 1970, Payment of Bonus Act 1965, Income Tax Act, Service Tax Act and all other applicable Act etc shall be complied by the Contractor
- Contractor shall comply with all statutory requirement, rules, regulations & notification etc in relation to employees issued from time to time by the concerned authorities
- Contractor shall ensure payment of statutory prescribed minimum wages as applicable from time to time in the presence of authorized representative of BHEL and maintain proper records of their timely disbursement. These records need to be preserved for a minimum period of at least 3 years and should be made available even after the contract is over for any verification by statutory / BHEL authority
- Contractor to provide PF Pass Book to his employees ensure payment of PF, EDLI, pension dues under EPF and MP Act 1952 to the RPF
- Contractor shall ensure payment of ESI contributions under ESI Act 1948, and provide ESI membership no. of each employee
- Contractor shall produce proof of deductions as well as remittance of PF, EDLI, Pension, ESI contribution, administrative charges etc where ever applicable and shall maintain proper records
- Contractor shall furnish proper returns to the concerned statutory authorities
- Contractor shall be solely responsible for non- payment, delayed payment of wages, contribution under EPF & MP Act, ESI Act etc
- In case the Contractor fails to make payment of wages to his employees or remittance of contribution to the concerned authorities, the security deposit / other dues under the contract can be utilized by BHEL to discharge the liability of the contractor
- Payment of bonus under Bonus Act, payment of gratuity under Gratuity Act and retrenchment compensation under Act will be sole responsibility of the Contractor
- Over & above the daily wage rate, payment shall be made for leave with wages
- Contractor shall observe provisions of the Factories Act in respect of working hours, holidays, rest intervals, leave & overtime to his employees. No work shall be done on second / third shift, overtime, Sundays or on other declared holidays without written permission
- In case a contractor employs women as employee, he will discharge his obligation under law in respect of such women workers such as prohibition of engaging them during night hours, prohibition of employing them for more than 9 hours per day, provision of crèche facility, grant of maternity leave as per rules etc
- Contractor shall be responsible for making payment of wages before expiry of 7 days from the last day of wage period and to ensure disbursement of wages in the presence of the authorized representative of the contract operating division & HR representative who shall record under his signature to the end of entries in the register of wages and give certificate to this effect which shall be enclosed with the bill for claiming payment
- In case the Contractor fails to make payment to his employees within the stipulated date / time, security deposit can be utilized for payment of wages etc. In case of such an eventuality the Contractor shall replenish such an amount immediately
- Contractor shall indemnify BHEL against all claims and losses under various statues or any civil or criminal law in connection with the employees deployed by him
- The contractor shall issue all the necessary Personal Protective Equipments (PPEs) to all his workmen involved in the job. The liability for any compensation on account of any injury sustained by an employee of the contractor shall be exclusively of the Contractor
- Contractor to obtain insurance cover for his employees / equipment, tools & tackles etc and take third party risk insurance coverage at his own cost. BHEL shall not be responsible for any loss, damage, pilferage of his property under employees
- Contractor should have independent code numbers under EPF & MP Act 1952 and ESI Act 1948 Service Tax and shall cover his employees under the said codes
- Contractor to obtain license under CL(R&A) Act 1970.

NIT No. CXX/2021-22/03/OIL RIGS**Dtd: 25.11.2021****SUB: QUALIFYING CRITERIA & SPECIAL CONDITIONS****QUALIFYING CRITERIA (TECHNO-COMMERCIAL):****FINANCIAL:**

AVERAGE ANNUAL FINANCIAL TURNOVER FOR LAST 3 YEARS UPTO 31 ST MARCH 2020 (furnish documentary proof)	(Mention Amount, which must be at least Rs.1.48 Lakhs) (mandatory)
EXPERIENCE OF HAVING SUCCESSFULLY COMPLETED SIMILAR OIL RIG R&U, E&C (COMPLETED OR RUNNING) JOBS DURING THE LAST 7 YEARS UPTO 31 ST Oct 2021 (furnish documentary proof)	(Must be not less than Rs. 1.98 Lakhs each for 3 jobs OR Rs. 2.47 Lakhs each for 2 jobs OR Rs.3.95 Lakhs for 1 job) (mandatory)

TECHNICAL:

Must have successfully Commissioned minimum 01 No. AC-SCR based DC- PCR & AC-PCR in last 7 years at Rig Site up to 31st Oct 2021 (furnish documentary proof)	MOM or documentary proof duly signed by Rig equipment supplier OR MOM or documentary proof with ultimate customer OR Proof of having successfully executed completed or running BHEL order for E&C of AC-SCR system in Oil Rig.
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SPECIAL CONDITIONS:

1. It is not the intent to specify completely herein, all details for site services for oil rig equipments, any activity not explicitly mentioned in our specification but required for completion of job at site as per prevailing sound engineering practices in drilling industry, ensuring safety of equipment & personnel, ergonomics, aesthetics to be considered as part of contractor's scope. Prior to bidding, the bidder must carefully assess the system requirement.
2. Minor modifications like re-wiring in panel, installation of any extra components, hardware etc. are in the scope of work. Major modification, if any will be intimated to BHEL for suitable action.
3. BHEL shall appraise the performance of the contractor during erection, commissioning and functioning of the system and any other work done by contractor and shall be entitled to reject any work which, is not in full accordance with their expectations BHEL reserves the right to even terminate the contract unilaterally if, in their judgment, there are enough rejections of work, delay or omissions.
4. Signing of MOM with BHEL / ultimate customer (M/s ONGC) in a manner acceptable to BHEL shall be considered as completion of work and shall be in contractor's scope.
5. Contractor shall update BHEL on daily basis regarding the work progress made and consult further course of action.
6. The contract shall be valid for two years from the date of signing, it is made clear that schedule of providing activities covered in this NIT depends on availability of shut-down from customer side, over which BHEL does not have any control. Rate quoted by vendor shall be firm for two years from the date of signing of contract.

7. Bidder shall provide rate as per Price Bid Format.
8. BHEL reserves the right to accept the offers in part or in full, cancel the Tender enquiry or short close the contract without assigning any reason.
9. Deputation shall be strictly need based as per discretion of BHEL. Contractor must clearly understand that there is no compulsion on BHEL to avail services/deputation for any minimum no. of days.
10. The contractor shall defend or hold the BHEL, M/s ONGC or person & agencies working on their behalf harmless from all actions, claims, suits and demands made, against either or both or any or all of them in respect of injuries to or death of any person including employees of the contractor or non-compliance of any statutory requirement.
11. Train/ air/ road travel fare, travelling expenses lodging & boarding and transportation facilities of the person engaged in erection & commissioning job or any other purpose is the sole responsibilities of the contractor. BHEL shall not be responsible for providing these facilities.
12. No overtime shall be applicable for this tender. Manpower schedule to be adjusted as per site work requirement.
13. Force Majeure:

Notwithstanding anything contained in the contract, neither BHEL nor the Contractor shall be held responsible for total or partial non-execution of any of the contractual obligations, should the obligation become unreasonably onerous or impossible due to occurrence of a 'Force Majeure' which directly affects the obligations to be performed by the BHEL or the contractor; Such events include war, military operations of any nature, blockages, revolutions, insurrections, riots, civil commotions, insurgency, sabotage, acts of public enemy, fires, explosion, epidemics, quarantine restrictions, floods, earthquake, or acts of God, restrictions by Govt. authorities; over which the BHEL or the contractor has no control. The party claiming to be affected by force majeure shall notify the other party in writing without delay, within two weeks from the occurrence of such situation and on the cessation thereof. Extension of time sought by the contractor along with supporting evidence and so granted by BHEL for the work affected, if any, shall not be construed as waiver in respect of remaining execution. Rescheduling of execution on account of force majeure conditions, if so agreed by BHEL, will not entail the contractor to claim any increase in the price on whatsoever account. Notwithstanding above provisions, BHEL shall reserve the right to cancel the Contract, wholly or partly, in order to meet the overall project schedule and make alternative arrangements. If deemed necessary, BHEL may takeover partly processed work at a mutually agreed price.

14. Risk and cost clause:

If the work is not executed or partly executed within the agreed execution period, BHEL reserves the right to cancel the order and get the work executed from the alternate source(s) at the Risk and Cost of the Contractor. In such an event, it shall be obligatory on the part of contractor to make good any loss suffered by BHEL.

GUIDELINES PROVIDED FOR COMPENSATION IN CASE OF DEATH/ PERMANENT TOTAL DISABLEMENT

Sub: Compensation in cases of death/ permanent incapacitation of person due to unintended/unforeseen occurrences during the manufacturing/ operation and works incidental thereto at BHEL factories/ offices and precincts thereof , project execution, erection and commissioning, services, repairs and maintenance, trouble shooting, serving, overhaul, renovation and retrofitting, trial operation, performance guarantee testing undertaken by the company or during any works/during working at BHEL Units/ Offices/ townships and premises/ Project Sites.

- a) *Victim: Any person who suffers permanent disablement or dies in an accident as defined below.*
- b) *Accident : Any death or permanent disability resulting solely and directly from any unintended and unforeseen injurious occurrence caused during the manufacturing/ operation and works incidental thereto at BHEL factories! offices and precincts thereof, project execution, erection and commissioning , services, repairs and maintenance, trouble shooting, serving, overhaul, renovation and retrofitting, trial operation, performance guarantee testing undertaken by the company or during any works/during working at BHEL Units! Offices! townships and premises! Project Sites.*
- c) *Compensation in respect of each of the victims:*
- (i) *In the event of death or **permanent disability** resulting from **Loss of both limbs**: Rs. 10,00,000/- (Rs. Ten Lakh)*
- (ii) *In the event of **other permanent disability**: Rs. 7,00,000/- (Rs. Seven Lakh)*
- d) *Permanent Disablement: A disablement that is classified as a permanent total disablement under the proviso to Section 2 (I) of the Employee's Compensation Act,1923."*

"BHEL shall recover the amount of compensation paid to victim(s) by BHEL towards loss of life / permanent disability due to an accident which is attributable to the negligence of contractor, agency or firm or any of its employees as detailed below.

GUIDELINES FOR GST

1. Wherever bidders are required to supply services at project site Party has to submit GST registration no. of the State in which project site is located along with copy of registration certificate at the time of submission of Bid. In case the same is not available at the time of submission of bid, the contractor has to give an undertaking that the same will be arranged before award of work order.
2. HSN Code/SAC, rate of tax under GST and applicable GST (IGST, CGST/SGST/UTGST) and GSTIN shall be clearly mentioned by the Bidder.
3. GST portion of the **invoice shall be released only upon: -**
 - 3.1 All invoices raised by contractors/vendors must be GST compliant Tax invoices as per GST invoice rules.
 - 3.2 Contractor declaring such invoice in his GSTR-1 or any modified return as notified by government
 - 3.3 Receipt of goods/services and Tax Invoice by BHEL and
 - 3.4 Confirmation of payment of GST thereon by contractor on GSTN portal
 - 3.5 Alternatively, Contractor has to submit BG of appropriate value which shall be valid at least one month after the confirmation of date of payment of GST by contractor on GSTN portal and receipt of Tax invoice and receipt of services, whichever is later. Contractor has to give an undertaking in this regard.
 - 3.6 Contractor has to give an undertaking to BHEL that they have declared invoice in his return and paying GST within timeline prescribed for availing ITC by BHEL. Payment to Contractor for GST portion will be released only after completion of above activity and on BHEL availing ITC Credit against the respective bill.
4. In case GST credit is delayed/denied to BHEL due to **non/delayed receipt of services/goods and /or tax invoice** or expiry of the timeline prescribed in GST Law for availing such ITC, or any other reasons not attributable to BHEL, GST amount shall be recoverable from the contractor along with interest levied/leviable on BHEL.

Reverse Charge under GST

- 5A. In respect of services, reverse charge liability shall arise at the earliest of date of payment to service provider or 60 days from the date of issue of invoice by service provider. Contractor has to submit bill for payment within 30days from the date of invoice. Any interest or penalty implications attributable to the contractor shall be recovered from them.
- 5B. Any GST liability arising on BHEL under reverse charge before actual receipt of goods and/or invoice thereof would be subject to recovery of interest leviable for the period between the date of such liability and actual date of eligibility of ITC based on receipt of goods, receipt of invoices and other condition specified in GST Law.

Penalty

6. Penalty if chargeable from suppliers/contractors as per NIT, applicable GST will be charged in addition to the same.

Tax Deduction at sources

7. TDS as per extent provisions of the GST Law shall be deducted from supplier/contractor bill.

ARBITRATION & LAW

1. All disputes between the parties to the Contract arising out of or in relation to the Contract, other than those for which the decision of the Engineer in the Contract or any other person is expressed to be final and conclusive, shall after written notice by either party to the contract to the other party, be referred to sole arbitration of the General Manager or his nominee. The Arbitration shall be conducted in accordance with the provisions of the Indian Arbitration and Reconciliation Act, 1996.
2. The parties to the Contract understand and agree that there will be no objection that the General Manager or the person nominated as arbitrator had earlier in his official capacity directly or indirectly dealt with the matters to which the Contract relates or that in the course of his official duties had expressed views on all or any of the matters in dispute or difference. The award of the arbitrator shall be final and binding on the parties to this contract.
3. The arbitration proceedings shall be held at Bhopal.
4. **MODEL CONCILIATION CLAUSE FOR CONDUCTING CONCILIATION PROCEEDINGS UNDER THE BHEL CONCILIATION SCHEME, 2018**

The Parties agree that if at any time (whether before, during or after the arbitral or judicial proceedings), any Disputes (which term shall mean and include any dispute, difference, question or disagreement arising in connection with construction, meaning, operation, effect, interpretation or breach of the agreement, contract or the Memorandum of Understanding (delete whichever is inapplicable), which the Parties are unable to settle mutually), arise inter-se the Parties, the same may, be referred by either party to Conciliation to be conducted through Independent Experts Committee to be appointed by competent authority of BHEL from the BHEL Panel of Conciliators. Notes: 1. No serving or a retired employee of BHEL/Administrative Ministry of BHEL shall be included in the BHEL Panel of Conciliators. 2. Any other person(s) can be appointed as Conciliator(s) who is/are mutually agreeable to both the parties from outside the BHEL Panel of Conciliators. The proceedings of Conciliation shall broadly be governed by Part-III of the Arbitration and Conciliation Act 1996 or any statutory modification thereof.