

GENERAL INFORMATION / CHECKLIST

1. OFFER SHOULD BE SUBMITTED IN TWO PART BID SYSTEM ONLY.
2. VENDORS ARE REQUESTED TO GO THROUGH ENQUIRY & ANNEXURES: 1 - 5 CAREFULLY.
3. FOR DETAILED SPECIFICATION, REQUIREMENT, DELIVERY SCHEDULE, SUPPLY CONDITIONS ETC. REFER ENQUIRY SHEET ENCLOSED HEREWITH.
4. ALL VENDORS ARE REQUESTED TO REFER BHEL's SPECIAL TERMS AND CONDITIONS ENCLOSED HEREWITH AS **ANNEXURE – 1**.
5. ALL VENDORS ARE REQUESTED TO REFER BHEL's STANDARD ENQUIRY & PURCHASE ORDER TERMS & CONDITIONS ENCLOSED HEREWITH AS **ANNEXURE – 2 & 3**.
6. VENDORS, WHO ARE NOT REGISTERED WITH BHEL, BHOPAL OR "INACTIVE VENDOR", SHOULD SUBMIT DULY FILLED-IN REGISTRATION FORM ENCLOSED HEREWITH AS **ANNEXURE- 4**, ALONGWITH TECHNO-COMMERCIAL BID: PART -1, WITH COPY OF STATUTORY DOCUMENTS (REQUIRED THEREIN), ELSE THEIR OFFER SHALL NOT BE CONSIDERED.
7. PLEASE QUOTE PRICE IN PRICE BID: PART 2 FORMATS ENCLOSED HEREWITH AS **ANNEXURE – 5**.THE PRICE QUOTED MUST BE **FIRM**.
8. TENDER / OFFER SHOULD REACH TENDER SECTION, GROUND FLOOR, ADMINISTRATIVE BUILDING, B.H.E.L., PIPLANI, BHOPAL – 462022 ON OR BEFORE 11.00 AM ON THE DUE DATE OF OPENING.
9. FOR ANY CLARIFICATION PLEASE CONTACT UNDERSIGNED BEFORE TENDER OPENING.

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