

**Volume - I**

**TENDER NOTIFICATION FOR**

**RATE CONTRACT FOR SUPPLY OF POLYCARBONATE METER SEAL**

**CMC/BR/20-21/SV/RS/SN/892**

**Date : 25.02.2021**

**Due Date for Submission of Bids : 17.03.2021**

**BSES RAJDHANI POWER LTD (BRPL)**  
**BSES Bhawan, Nehru Place, New Delhi-110019**  
**Corporate Identification Number:**  
**U74899DL2001PLC111527**  
**Telephone Number: +91 11 49207235**  
**Fax Number: +91 11 2641 9833**  
**Website: [www.bsesdelhi.com](http://www.bsesdelhi.com)**

**Section - I**

**REQUEST FOR QUOTATION**

**Tender Notification : CMC/BR/20-21/SV/RS/SN/892**

**Event : RATE CONTRACT FOR SUPPLY OF POLYCARBONATE METER SEAL**

**Dated : 25.02.2021**

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**1.00 Event Information**

BRPL invites Sealed tenders for Rate Contract For Supply of Polycarbonate Meter Seal . The bidder must qualify the technical requirements as specified in clause 2.0 stated below. The sealed envelopes shall be duly superscribed as — “**Rate Contract For Supply of Polycarbonate Meter Seal. As Per Tender Notice/CMC/BR/20-21/SV/RS/SN/892 “Due For Submission on dtd. 17.03.2021”.**”

<u>Sl.No.</u>	<u>Item Description</u>	<u>Qty( Nos)</u>	<u>Estimated Cost</u>
1	SEAL,TAMPERPROOF ;POLYCARBONATE;ORANGE ;2 Lock	20,00,000	1.40 Crores
2	SL,TAMPERPROOF ;POLYCARBONATE;BLUE ;2 Lock	5,00,000	
3	SL,TAMPERPROOF ;POLYCARBONATE GREEN;2 Lock	50,000	
4	SL,TAMPERPROOF ;POLYCARBONATE YELLOW ;2 Lock	50,000	
5	SL,TAMPERPROOF ;POLYCARBONATE PINK ;2 Lock	50,000	
6	SL,ANC;POLYCARBONATE;TRANSPARENT;4Lock K(HT Users)	20,000	

**Note:**

- Quantity may vary to any extent of +/- 30% of above mentioned total quantity.
- The rates quoted shall remain valid for one year from the date of LOI/RC.

**1.02** The schedule of specifications with detail terms & conditions can be obtained from address given below against demand draft/Pay Order of **Rs.1180/-**, drawn in favour of **BSES RAJDHANI POWER LTD**, payable at New Delhi. The sale of tender documents will be issued from 25.02.2021 onwards on all working days upto 17.03.2021. The tender documents can also be downloaded from the website “[www.bsesdelhi.com](http://www.bsesdelhi.com)”.

In case tender papers are downloaded from the above website, then the bidder has to enclose a demand draft covering the cost of bid documents as stated above in a separate envelope with suitable superscription —“Cost of Bid Documents: Tender **Notice Ref: CMC/BR/20-21/SV/RS/SN/892**”. This envelope should accompany the Bid Documents.

**1.03** Offers will be received upto **15:30 Hrs. on dt. 17.03.2021** as indicated earlier and will be opened at the address given below dt **17.03.2021 at 15:30 Hrs.** in the presence of authorized representatives of the bidders.. The schedule of specifications with detail terms & conditions are enclosed. It is the sole responsibility of the bidder to ensure that the bid documents reach this office on or before the due date.

**HEAD OF THE DEPARTMENT,  
1<sup>st</sup> FLOOR, ‘C’ BLOCK,  
CONTRACTS & MATERIALS DEPARTMENT,  
BSES RAJDHANI POWER LTD,  
BSES BHAWAN,  
NEHRU PLACE, NEW DELHI-110019.**

**1.04** BRPL reserves the right to accept/reject any or all Tenders without assigning any reason thereof and alter the quantity of materials mentioned in the Tender documents at the time of placing purchase orders. Tender will be summarily rejected if.

(i). Earnest Money Deposit (EMD) @ 2% (Two percent) of the Tender value i.e **Rs 2,80,000/-** is not deposited in shape of Bank Draft in favour of BSES RAJDHANI POWER LTD, payable at New Delhi or Bank Guarantee executed on favour of BSES RAJDHANI POWER LTD.

(ii). The offer does not contain “FOR, NEW DELHI price indicating break-up towards all taxes & duties”

(iii). Complete Technical details are not enclosed.

(iv). Tender is received after due time due to any reason.

**1.05** BRPL reserves the right to reject any or all bids or cancel/withdraw the invitation for bids without assigning any reason whatsoever and in such case no bidder/intending bidder shall have any claim arising out of such action. time of placing purchase orders.

**2.0 Qualification Criteria:-**

The prospective bidder must qualify all of the following requirements to be eligible to participate in the bidding. Bidders who meet following requirements will be considered as successful bidder and management has a right to disqualify those bidders who do not meet these requirements.

1. The bidder should have an average annual turnover of 1.50 Crore in last three financial years ( 17-18, 18-19 and 19-20.)
2. The bidder should have at least 3 years of experience in design and manufacturing of polycarbonate seals.(Purchase order/Completion certificate to be attached with tender as supporting documents)
3. The bidder must be OEMs of polycarbonate Seal and have valid patented design of polycarbonate seal.
4. The bidder must have permanent office set up in India for troubleshooting and technical support. (Letter of undertaking in this regard is to be submitted).
5. The bidder should declare that he has not been black listed by any utility/Distribution Company/Any department of State Government or Central Government in India. (Letter of undertaking in this regard is to be submitted).
6. Bidder should have supplied at least 10,00,000 nos of Seal in last three years and should have experience of supplying to Electricity Utility / Undertaking/Private Distribution in India. In this support, copies of purchase order should be enclosed.
7. Bidder should have valid type test report from CPRI/ERDA/NABL/CEPAT for the material supplied.
8. OEMs can participate through their channel/ authorized partners. However, they should qualify the aforementioned qualification criteria and the following :
  - a. The bidder should furnish authorization form from the manufactures of material/item.
  - b. The bidder as authorized agent, has supplied similar item in past in any other utility.
  - c. The bidder shall be authorized distributor/dealer since last 02 yr or more.

**3.00 Bidding and Award Process**

Bidders are requested to submit their questions regarding the RFQ or the bidding process after review of this RFQ. BRPL response to the questions raised by various bidders will be distributed to all participating bidders through website .

**a. Time schedule of the bidding process**

The bidders on this RFQ package should complete the following within the dates specified as under:

S. No.	Steps	Activity description	Due date
1	Technical Queries	<ul style="list-style-type: none"> <li>▪ All Queries related to RFQ</li> </ul>	On or before 16.03.2021
2	Technical Offer	<ul style="list-style-type: none"> <li>• EMD of requisite amount</li> <li>• Non-refundable DD for Rs 1180/- in case tender documents downloaded from website</li> <li>• It include clause by clause commentary, GTP, Type test report from CPRI/NABL accredited independent test LAB or Sameer, EMC Division, Chennai (Not more than 5 year old), BIS report, Quality assurance plan, Deviation from the technical specifications, List of Plant and machinery, Testing facilities available at works and drawings, catalogues, manual etc.</li> <li>• Compliance of Qualification criterion (cl 2.0) and Documentary evidence in support of qualifying criterion as per format attached in Annexure V .</li> <li>• Acceptance of delivery, commercial terms and conditions.</li> <li>• Deviation from the General Conditions of the contract/commercial terms and condtions.</li> <li>• Original Tender documents duly stamped and signed on each page as token of acceptance</li> <li>• Unpriced items</li> </ul>	17.03.2021, At 15:00 Hrs
3	Commercial Offer	<ul style="list-style-type: none"> <li>• Price for Meter Seal.</li> <li>• Break up regarding basic price and taxes as per format enclosed vide Annexure III</li> <li>• Delivery commitment</li> </ul>	17.03.2021, At 15:00 Hrs
4	Samples (2nos.)	<ul style="list-style-type: none"> <li>• Two Samples of each make with routine test report as per bidder. Samples will be submitted at BRPL CES Department, Nehru Palace ,New Delhi – 110019 on or before the due date of tender</li> </ul>	17.03.2021 At 15:00 Hrs
5	Performance guarantee quality system report	<ul style="list-style-type: none"> <li>• As per RFQ</li> </ul>	Only for successful bidders.
6	Opening of technical bid	<ul style="list-style-type: none"> <li>• As per RFQ</li> </ul>	17.03.2021, At 15:30 Hrs

This is a two part bid process. Bidders are to submit the bids a) Technical Bid b) Price Bid. Both these parts should be furnished in separate sealed covers superscribing specification no. validity etc, with particulars as **Part-I Technical Particulars & Commercial Terms & Conditions** and **Part-II "Financial bid"** and these sealed envelopes should again be placed in another sealed cover which shall be submitted before the due date & time specified.

**Bidders are requested to submit the bid in one original plus one copy in duplicate.**

**The Part Technical Bid – I** Eligibility and Technical Bid should not contain any cost information whatsoever. In case of Bids where the qualification requirements, technical suitability and other requirements are found to be inadequate, Part-II "Financial Bid" will be returned unopened.

**The Part Financial Bid - II.** Qualified bidders will be intimated after technical evaluation of all the bids is completed. The date and time of same shall be intimated in due course to the qualified bidders. Notwithstanding anything stated above, the Purchaser reserves the right to assess bidders capability to perform the contract, should the circumstances warrant such assessment in the overall interest of the purchaser. In this regard the decision of the purchaser is final.

#### 4.00 Award Decision

Purchaser intends to award the business on a lowest bid basis, so suppliers are encouraged to bid competitively. The decision to place purchase order / letter of acceptance solely depends on purchaser on the cost competitiveness across multiple lots, quality, delivery and bidder's capacity, in addition to other factors that Purchaser may deem relevant.

The purchaser reserves all the rights to award the contract to one or more bidders so as to meet the delivery requirement or nullify the award decision without any reason.

BSES reserves the right to split the tender quantity amongst techno commercially qualified bidders on account of delivery requirement in tender, quantity under procurement etc.

Splitting of tender quantity amongst more than one bidder shall be governed by below mentioned guidelines:

If the quantity is to be split among 2 bidders, it will be done in the ratio of **70:30 on L1 price**.

If the quantity is to be split among 3 bidders, it will be done in the ratio of **60:25:15 on L1 price**.

In the event of your bid being selected by purchaser (and / or its affiliates) and your subsequent DEFAULT on your bid; you will be required to pay purchaser (and / or its affiliates) an amount equal to the difference in your bid and the next lowest bid on the quantity declared in RFQ.

In case any supplier is found unsatisfactory during the delivery process, the award will be cancelled and BRPL reserves the right to award other suppliers who are found fit.

**Qty Variation** : The purchaser reserves the rights to vary the quantity by +/- 30% of the tender quantity.

Purchaser at his own discretion may consider to award trial order (as per BRPL trial order policy) to bidders those not meeting financial & technical criteria mentioned at point nos. 3 & 6 at clause no. 2.0 (Qualification Criteria) . However, bidders need to meet out other terms and conditions mentioned at clause no. 2.0 (Qualification Criteria).

**Repeat Order** : BRPL reserves the right to place repeat order at the same rates & terms and conditions as per this tender against additional requirement subject to mutual agreement between BRPL & supplier.

#### 5.00 Market Integrity

We have a fair and competitive marketplace. The rules for bidders are outlined in the Terms & Conditions. Bidders must agree to these rules prior to participating. In addition to other remedies available, we reserves the right to exclude a bidder from participating in future markets due to the bidder's violation of any of the rules or obligations contained in the Terms & Condition. Bidders who violate the marketplace rules or engage in behavior that disrupts the fair execution of the marketplace restricts a bidder to length of time, depending upon the seriousness of the violation. Examples of violations include, but are not limited to:

- Failure to honor prices submitted to the marketplace.
- Breach of the terms of the published in Request For Quotation.

#### 6.00 Supplier Confidentiality

All information contained in this RFQ is confidential and may not be disclosed, published or advertised in any manner without written authorization from BRPL. This includes all bidding information submitted .

All RFQ documents remain the property of BRPL and all suppliers are required to return these documents to BRPL upon request.

Suppliers who do not honor these confidentiality provisions will be excluded from participating in future bidding events.

**7.0 Contact Information**

All communication as regards this RFQ shall be made (i) in English, (ii) in writing and (iii) sent by mail, facsimile to

	Technical	Commercial
Contact Name	<b>Mr. Sheshadri Krishnapura</b>	<b>Mr. Robin Sebastian</b>
Address	2 <sup>nd</sup> Floor , B-Block, BSES Bhawan Nehru Place , New Delhi -111019	1 <sup>st</sup> Floor , C-Block, BSES Bhawan Nehru Place , New Delhi -111019
Email Id	<u><a href="mailto:Sheshadri.Krishnapura@relianceada.com">Sheshadri.Krishnapura@relianceada.com</a></u>	<u><a href="mailto:Robin.Sebastian@relianceada.com">Robin.Sebastian@relianceada.com</a></u>

**Note :** Those who are downloading tender notice from website. It is advisable to inform BRPL technical Deptt, so as they can be contacted in case of any amendment in tender.

**SECTION – II**

**INSTRUCTION TO BIDDERS (ITB)**

**RATE CONTRACT FOR SUPPLY OF POLYCARBONATE METER SEAL**

**CMC/BR/20-21/SV/RS/SN/892**

**Date : 25.02.2021**



## A. GENERAL

1.00 BSES Rajdhani power Ltd ,hereinafter referred to as the Purchaser“are desirous of implementing the various Systems Improvement/Repair & Maintenance works at their respective licensed area in Delhi The Purchaser has now floated this tender for procurement of Metering Cubicle as notified earlier in this bid document

### 2.00 SCOPE OF WORK

The scope shall include Design, Manufacture,Testing at works conforming to the Technical Specifications enclosed along with Packing,Forwarding,Freight and Unloading and proper stacking at Purchaser’s stores.

### 3.00 DISCLAIMER

3.01 This Document includes statements, which reflect various assumptions, which may or may not be correct. Each Bidder/Bidding Consortium should conduct its own estimation and analysis and should check the accuracy, reliability and completeness of the information in this Document and obtain independent advice from appropriate sources in their own interest.

3.02 Neither Purchaser nor its employees will have any liability whatsoever to any Bidder or any other person under the law or contract, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage whatsoever which may arise from or be incurred or suffered in connection with anything contained in this Document,any matter deemed to form part of this Document, provision of Services and any other information supplied by or on behalf of Purchaser or its employees, or otherwise arising in anyway from the selection process for the Supply.

3.03 Though adequate care has been taken while issuing the Bid document,the Bidder should satisfy itself that Documents are complete in all respects. Intimation of any discrepancy shall be given to this office immediately.

3.04 This Document and the information contained herein are Strictly Confidential and are for the use of only the person(s) to whom it is issued. It may not be copied or distributed by the recipient to third parties (other than in confidence to the recipient’s professional advisors).

## 4 COST OF BIDDING

The Bidder shall bear all cost associated with the preparation and submission of its Bid and Purchaser will in no case be responsible or liable for those costs. **Further the purchaser has the right to get sample of Polycarbonate Meter Seal tested by any reputed independent test lab (approved by BRPL) at the cost of bidder.**

### 5.0 BIDDING DOCUMENTS

5.01 The Scope of Work, Bidding Procedures and Contract Terms are described in the Bidding Documents. In addition to the covering letter accompanying Bidding Documents, the Bidding Documents include:

#### Volume -I

- (a) Request for Quotation (RFQ) - Section - I
- (b) Instructions to Bidders (ITB) - Section - II
- (c) General Conditions of Contract - Section - III
- (d) Quantity and delivery requirement - Section -IV
- (e) Technical Specifications (TS) - Section -V

#### Volume - II

- (a) Bid Form - Annexure -I
- (b) Bid Format - Annexure -II
- (c) Price Schedule - Annexure -III
- (d) Commercial Terms & Conditions - Annexure - IV
- (e) No Deviation Sheet - Annexure -V
- (f) Qualification Criterion - Annexure- VI

5.02.1 The Bidder is expected to examine the Bidding Documents, including all Instructions, Forms, Terms and specifications. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect will may result in the rejection of the Bid.

## 6.0 AMENDMENT OF BIDDING DOCUMENTS

- 6.01 At any time prior to the deadline for submission of Bids, the Purchaser may for any reasons, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bidding Documents by Amendment.
- 6.02 The Amendment shall be part of the Bidding Documents, pursuant to Clause 5.01, and it will be notified in writing by Fax/e-mail to all the Bidders who have received the Bidding Documents and confirmed their participation to Bid, and will be binding on them.
- 6.03 In order to afford prospective Bidders reasonable time in which to take the Amendment into account in preparing their Bids, the Purchaser may, at its discretion, extend the deadline for the submission of Bids.

## C. PREPARATION OF BIDS

### 7.0 LANGUAGE OF BID

The Bid prepared by the Bidder, and all correspondence and documents relating to the Bid exchanged by the Bidder and the Purchaser, shall be written in the English Language. Any printed literature furnished by the Bidder may be written in another Language, provided that this literature is accompanied by an English translation, in which case, for purposes of interpretation of the Bid, the English translation shall govern.

### 8.0 DOCUMENTS COMPRISING THE BID

The Bid prepared and submitted by the Bidder shall comprise the following components:

- (a) Bid Form, Price & other Schedules (STRICTLY AS PER FORMAT) and Technical Data Sheets completed in accordance with Clause 9.0, 10.0, 11.0 and Technical Specification ;
- (b) All the Bids must be accompanied with the required EMD as mentioned in the Section-I against each tender.
- (c) **Power of Attorney or Authorization letter indicating that the person(s) signing the Bid have the authority to sign the Bid and thus that the Bid is binding upon the Bidder during the full period of its validity, in accordance with clause 12.0 .**

### 9.0 BID FORM

- 9.01 The Bidder shall complete an "Original" and another one "Copy" of the Bid Form and the appropriate Price & Other Schedules and Technical Data Sheets.

### 9.02 EMD

Pursuant to Clause 8.0(b) above, the bidder shall furnish, as part of its bid, a EMD amounting to 2% of the total bid value (FOR Destination) i.e **Rs 2,80,000/-**. The EMD is required to protect the Purchaser against the risk of Bidder's conduct which would warrant the security's forfeiture.

The EMD shall be denominated in the currency of the bid, and shall be in the following form :

- (a) A bank guarantee issued by any scheduled bank strictly as per the form at enclosed and shall be valid for a period of thirty (30) days beyond the validity of the bid
- (b) Bank Draft in favour of BSES RAJDHANI POWER LTD, payable at New Delhi.

Unsuccessful bidders' EMD will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of bid validity.

The successful bidder's EMD will be discharged upon furnishing the performance security. The EMD may be forfeited :

- (a) if the Bidder:
- i) withdraws its bid during the period of bid validity specified by the Bidder in the Bid Form ; or
- (b) in the case of a successful Bidder, if the Bidder fails:

(i) to sign the Contract, or

(ii) to furnish the required performance security.

#### 10.0 BID PRICES

10.01 Bidders shall quote for the entire Scope of Supply with a break-up of prices for individual items. The total Bid Price shall also cover all the Supplier's obligations mentioned in or reasonably to be inferred from the Bidding Documents in respect of Design, Supply, Transportation to site, all in accordance with the requirement of Bidding Documents. The Bidder shall complete the appropriate Price Schedules included herein, stating the Unit Price for each item & total Price.

10.02 The prices offered shall be inclusive of all costs as well as Duties, Taxes and Levies paid or payable during execution of the supply work, breakup of price constituents, should be there.

**Prices quoted by the Bidder shall be—Firm “and not subject to any price adjustment during the performance of the Contract. A Bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.**

#### 11.0 BID CURRENCIES

Prices shall be quoted in **Indian Rupees (INR) only.**

#### 12.0 PERIOD OF VALIDITY OF BIDS

12.01 Bids shall remain valid for **120 days** post bid date.

12.02 Notwithstanding Clause 12.01 above, the Purchaser may solicit the Bidder's consent to an extension of the Period of Bid Validity. The request and the responses thereto shall be made in writing by Fax/e-mail.

#### 13.0 ALTERNATIVE BIDS

Bidders shall submit Bids, which comply with the Bidding Documents. Alternative Bids will not be considered. The attention of Bidders is drawn to the provisions of Clause 22.03 & 22.04 regarding the rejection of Bids, which are not substantially responsive to the requirements of the Bidding Documents.

#### 14.0 FORMAT AND SIGNING OF BID

14.01 The original Bid Form and accompanying documents (as specified in Clause 9.0), clearly marked "Original Bid", plus one copy must be received by the Purchaser at the date, time and place specified pursuant to Clauses 15.0 and 16.0. In the event of any discrepancy between the original and the copies, the original shall govern.

14.02 The original and copy of the Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to sign on behalf of the Bidder. Such authorization shall be indicated by written Power-of-Authority accompanying the Bid.

14.03 The Bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing the Bid.

#### D. SUBMISSION OF BIDS

##### 15.0 SEALING AND MARKING OF BIDS

15.01 Bid submission: One original & one Copy (hard copies) of all the Bid Documents shall be sealed and submitted to the Purchaser before the closing time for submission of the bid.

15.02 The Technical Documents and the EMD shall be enclosed in a sealed envelope and the said envelope shall be superscribed with — **Technical & EMD**". The Financial bid shall be inside another sealed envelope with superscription — **Financial Bid**". Both these envelopes shall be sealed inside another big envelope. All the envelopes should bear the Name and Address of the Bidder and marking for the Original and Copy. The envelopes should be superscribed with — **“Tender Notice No, Due date of submission, Tender opening date.**

15.03 The Bidder has the option of sending the Bids in person. Bids submitted by Telex/Telegram /Fax will not be accepted. No request from any Bidder to the Purchaser to collect the proposals from Airlines/Cargo Agents etc shall be entertained by the Purchaser.

**16.0 DEADLINE FOR SUBMISSION OF BIDS**

16.01 The original Bid, together with the required copies, must be received by the Purchaser at the address specified not later than **15:00 HRS on 17.03.2021**.

16.02 The Purchaser may, at its discretion, extend the deadline for the submission of Bids by amending the Bidding Documents in accordance with Clause 9.0, in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

**17.0 ONE BID PER BIDDER**

Each Bidder shall submit only one Bid either by itself, or as a partner in a Joint Venture. A Bidder who submits or participates in more than one Bid will cause all those Bids to be rejected.

**18.0 LATE BIDS**

Any Bid received by the Purchaser after the deadline for submission of Bids prescribed by the Purchaser, pursuant to Clause 16.0, will be declared "Late" and rejected and returned unopened to the Bidder.

**19.0 MODIFICATIONS AND WITHDRAWAL OF BIDS**

19.01 The Bidder is not allowed to modify or withdraw its Bid after the Bid's submission.

**E. EVALUATION OF BID**

**20.0 PROCESS TO BE CONFIDENTIAL**

Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process. Any effort by a Bidder to influence the Purchaser's processing of Bids or award decisions may result in the rejection of the Bidder's Bid.

**21.0 CLARIFICATION OF BIDS**

To assist in the examination, evaluation and comparison of Bids, the Purchaser may, at its discretion, ask the bidder for a clarification of its Bid. All responses to requests for clarification shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.

**22.0 PRELIMINARY EXAMINATION OF BIDS / RESPONSIVENESS**

22.01 Purchaser will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bids are generally in order.

22.02 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price per item that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price per item will be corrected. If there is a discrepancy between the Total Amount and the sum of the total price per item, the sum of the total price per item shall prevail and the Total Amount will be corrected.

22.03 Prior to the detailed evaluation, Purchaser will determine the substantial responsiveness of each Bid to the Bidding Documents including production capability and acceptable quality of the Goods offered. A substantially responsive Bid is one, which conforms to all the terms and conditions of the Bidding Documents without material deviation.

22.04 Bid determined as not substantially responsive will be rejected by the Purchaser and/or the Purchaser and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

**23.0 EVALUATION AND COMPARISON OF BIDS**

23.01 The evaluation of Bids shall be done based on the delivered cost competitiveness basis.

23.02 The evaluation of the Bids shall be a stage-wise procedure. The following stages are identified for evaluation purposes: In the first stage, the Bids would be subjected to a responsiveness check. The Technical Proposals and the Conditional ties of the Bidders would be

evaluated. Subsequently, the Financial Proposals along with supplementary Financial Proposals, if any, of Bidders with Techno-commercially Acceptable Bids shall be considered for final evaluation .

23.03 The Purchaser's evaluation of a Bid will take into account, in addition to the Bid price, the following factors, in the manner and to the extent indicated in this Clause:

(a) Supply Schedule

(b) Deviations from Bidding Documents

Bidders shall base their Bid price on the terms and conditions specified in the Bidding Documents.

The cost of all quantifiable deviations and omissions from the specification, terms and conditions specified in Bidding Documents shall be evaluated. The Purchaser will make its own assessment of the cost of any deviation for the purpose of ensuring fair comparison of Bids.

23.04 Any adjustments in price, which result from the above procedures, shall be added for the purposes of comparative evaluation only to arrive at an "Evaluated Bid Price". Bid Prices quoted by Bidders shall remain unaltered.

## **F. AWARD OF CONTRACT**

### **24.0 CONTACTING THE PURCHASER**

24.01 From the time of Bid submission to the time of contract award, if any Bidder wishes to contact the Purchaser on any matter related to the Bid, it should do so in writing.

24.02 Any effort by a Bidder to influence the Purchaser and/or in the Purchaser's decisions in respect of Bid evaluation, Bid comparison or Contract Award, will result in the rejection of the Bidder's Bid.

### **25.0 THE PURCHASER'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS**

The Purchaser reserves the right to accept or reject any Bid and to annul the Bidding process and reject all Bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Purchaser's action.

### **26.0 AWARD OF CONTRACT**

The Purchaser will award the Contract to the successful Bidder whose Bid has been Determined to be the lowest-evaluated responsive Bid, provided further that the Bidder has been determined to be qualified to satisfactorily perform the Contract. Purchaser reserves the right to award order other bidders in the tender, provided it is required for progress of project & provided he agrees to come to the lowest rate.

### **27.0 THE PURCHASER'S RIGHT TO VARY QUANTITIES**

The Purchaser reserves the right to vary the quantity i.e. increase or decrease the numbers/quantities without any change in terms and conditions during the execution of the Order.

### **28.0 LETTER OF INTENT/ NOTIFICATION OF AWARD**

The letter of intent/ Notification of Award shall be issued to the successful Bidder whose bids have been considered responsive, techno-commercially acceptable and evaluated to be the lowest (L1). The successful Bidder shall be required to furnish a letter of acceptance within 7 days of issue of the letter of intent /Notification of Award by Purchaser.

### **29.0 PERFORMANCE BANK GUARANTEE**

The successful Bidder shall furnish the Performance Bank Guarantee for an amount of 5% (Five percent) of the Contract Price in accordance with the format provided. The Performance Bond shall be valid for a period of Twenty Four months (24) from the date of the commissioning or Thirty months (30) from the date of receipt of material (last consignment) at site/stores which ever is earlier plus 3 months towards claim period. Upon submission of the performance security, the EMD shall be released.

**30.0 CORRUPT OR FRAUDULENT PRACTICES**

30.01 The Purchaser requires that the Bidders observe the highest standard of ethics during the procurement and execution of the Project. In pursuance of this policy, the Purchaser:

(a) Defines, for the purposes of this provision, the terms set forth below as follows:

- (i) "Corrupt practice" means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves and/or those close to them, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; and
- (ii) "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser, and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition.

(b) Will reject a proposal forward if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;

(c) Will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a contract.

30.02 Furthermore, Bidders shall be aware of the provision stated in the General Conditions of Contract.

**SECTION – III**

**GENERAL CONDITIONS OF CONTRACT (GCC)**

**RATE CONTRACT FOR SUPPLY OF POLYCARBONATE METER SEAL**

**CMC/BR/20-21/SV/RS/SN/892**

**Date : 25.02.2021**

## GENERAL TERMS AND CONDITION

### 1.0 General Instructions

- 1.01 All the Bids shall be prepared and submitted in accordance with these instructions.
- 1.02 Bidder shall bear all costs associated with the preparation and delivery of its Bid, and the Purchaser will in no case shall be responsible or liable for these costs.
- 1.03 The Bid should be submitted by the Bidder in whose name the bid document has been issued and under no circumstances it shall be transferred/sold to the other party.
- 1.04 The Purchaser reserves the right to request for any additional information and also reserves the right to reject the proposal of any Bidder, if in the opinion of the Purchaser, the data in support of RFQ requirement is incomplete.
- 1.05 The Bidder is expected to examine all instructions, forms, terms & conditions and specifications in the Bid Documents. Failure to furnish all information required in the Bid Documents or submission of a Bid not substantially responsive to the Bid Documents in every respect may result in rejection of the Bid. However, the Purchaser's decision in regard to the responsiveness and rejection of bids shall be final and binding without any obligation, financial or otherwise, on the Purchaser.

### 2.0 Definition Of Terms

- 2.01 "Purchaser" shall mean BRPL Limited, on whose behalf this bid enquiry is issued by its authorized representative / officers.
- 2.02 "Bidder" shall mean the firm who quotes against this bid enquiry issued by the Purchaser. "Supplier" or "Supplier" shall mean the successful Bidder and/or Bidders whose bid has been accepted by the Purchaser and on whom the "Letter of Acceptance" is placed by the Purchaser and shall include his heirs, legal representatives, successors and permitted assigns wherever the context so admits.
- 2.03 "Supply" and " shall mean the Scope of Contract as described.
- 2.04 "Specification" shall mean collectively all the terms and stipulations contained in those portions of this bid document known as RFQ, Commercial Terms & Condition, Instructions to Bidders, Technical Specifications and the Amendments, Revisions, Deletions or Additions, as may be made by the Purchaser from time to time.
- 2.05 "Letter of Acceptance" shall mean the official notice issued by the Purchaser notifying the Supplier that his proposal has been accepted and it shall include amendments thereto, if any, issued by the Purchaser. The "Letter of Acceptance" issued by the Purchaser shall be binding on the "Supplier" The date of Letter of Acceptance shall be taken as the effective date of the commencement of contract.
- 2.06 "Month" shall mean the calendar month and "Day" shall mean the calendar day.
- 2.07 "Codes and Standards" shall mean all the applicable codes and standards as indicated in the Specification.
- 2.08 "Offer Sheet" shall mean Bidder's firm offer submitted to BRPL in accordance with the specification.
- 2.09 "Contract" shall mean the "Letter of Acceptance" issued by the Purchaser.
- 2.10 "Contract Price" shall mean the price referred to in the "Letter of Acceptance".
- 2.11 "Contract Period" shall mean the period during which the "Contract" shall be executed as agreed between the Supplier and the Purchaser in the Contract inclusive of extended contract period for reason beyond the control of the Supplier and/or Purchaser due to force majeure.
- 2.12 "Acceptance" shall mean and deemed to include one or more of the following as will be stipulated in the specification:
- The written acceptance of material by the inspector at suppliers works to ship the materials.
  - Acceptance of material at Purchaser site stores after its receipt and due inspection/ testing and release of material acceptance voucher.
  - Where the scope of the contract includes supplyg, acceptance shall mean issue of necessary equipment / material takeover receipt after installation & commissioning and final acceptance.



### 3.0 Contract Documents & Priority

- 3.01 Contract Documents: The terms and conditions of the contract shall consist solely of these RFQ conditions and the offer sheet.
- 3.02 Priority: Should there be any discrepancy between any term hereof and any term of the Offer Sheet, the terms of these RFQ shall prevail.

### 4.0 Scope Of Supply -General

- 4.01 The "Scope of Supply" shall be on the basis of Bidder's responsibility, completely covering the obligations, responsibility and supplies provided in this Bid enquiry whether implicit or explicit.
- 4.02 Bidder shall have to quote for the Bill of quantities as listed in Section – IV of this RFQ.
- 4.03 Quantity variation and additional requirement if any shall be communicated to successful bidder during project execution.
- 4.04 All relevant drawings, data and instruction manuals.

### 5.0 Quality Assurance and Inspection

- 5.01 Immediately on award of contract, the bidder shall prepare detailed quality assurance plan / test procedure identifying the various stages of manufacture, quality checks performed at each stage, raw material inspection and the Customer hold points. The document shall also furnish details of method of checking, inspection and acceptance standards / values and get the approval of Purchaser before proceeding with manufacturing. However, Purchaser shall have right to review the inspection reports, quality checks and results of suppliers in house inspection department which are not Customer hold points and the supplier shall comply with the remarks made by purchaser or his representative on such reviews with regards to further testing, rectification or rejection, etc.
- 5.02 Witness and Hold points are critical steps in manufacturing, inspection and testing where the supplier is obliged to notify the Purchaser in advance so that it may be witnessed by the Purchaser. Final inspection is a mandatory hold point. The supplier to proceed with the work past a hold point only after clearance by purchaser or a witness waiver letter from BRPL.
- 5.03 The performance of waiver of QA activity by Purchaser at any stage of manufacturing does not relieve the supplier of any obligation to perform in accordance with and meet all the requirements of the procurement documents and also all the codes & reference documents mentioned in the procurement document nor shall it preclude subsequent rejection by the purchaser.
- 5.04 On completion of manufacturing the items can be dispatched only after issue of shipping release by the Purchaser.
- 5.05 All testing and inspection shall be done with out any extra cost.
- 5.06 Purchaser reserve the right to send any material out of the supply to any recognized laboratory for testing and the cost of testing shall be borne by the Purchaser. In case the material is found not in order with the technical requirement / specification, the charges along with any other penalty which may be levied is to be borne by the bidder. To avoid any complaint the supplier is advised to send his representative to the stores to see that the material sent for testing is being sealed in the presence of bidders representative.
- 5.07 Bidder has to sign quality agreement before supply of the material.

### 6.0 Packing, Packing List & Marking

- 6.01 **Packing:** Supplier shall pack or shall cause to be packed all Commodities in boxes and containers and otherwise in such a manner as shall be reasonably suitable for shipment by road or rail to BRPL without undue risk of damage in transit.
- 6.02 **Packing List:** The contents of each package shall be itemized on a detailed list showing the exact weight and the extreme outside dimensions (length, width and height) of each container or box. One copy of the packing list shall be enclosed in each package delivered. There shall also be enclosed in one package a master packing list identifying each individual package, which is part of the shipment. On any packaging where it is not feasible to place the packing list inside the container, all pertinent information shall be stenciled on the outside and will thus constitute a packing list.

### 7.01 Prices basis for supply of materials

Bidder to quote their prices on Landed Cost Basis and separate price for each items.  
For Supply to BRPL Delhi the price shall be inclusive of packing, forwarding, Freight & Goods and service tax (GST).

The above supply prices shall also include unloading at site stores.

Transit and storage insurance will be arranged by BRPL, however bidder to furnish required details in advance for arranging the same by BRPL.

Purchaser shall issue Form 'C' and accordingly bidder to consider applicable taxes in the quoted price.

#### **8.0 Variation in taxes, duties & levies:**

- 8.01** The total order value shall be adjusted on account of any variations in Statutory Levies imposed by Competent Authorities by way of fresh notification(s) within the stipulated delivery period only. However, in case of reduction in taxes, duties and levies, the benefits of the same shall be passed on to BUYER.
- 8.02** No other Taxes, Duties & Levies other than those specified above will be payable by BUYER except in case of new Levies, Taxes & Duties imposed by the Competent Authorities by way of fresh notification(s) subsequent to the issue of PURCHASE ORDER but within the stipulated delivery period.
- 8.03** Notwithstanding what is stated above, changes in Taxes, Duties & Levies shall apply only to that portion of PURCHASE ORDER not executed on the date of notification by Competent Authority. Further, changes in Taxes, Duties & Levies after due date of Delivery shall not affect PURCHASE ORDER Terms and Value.
- 8.04** PURCHASE ORDER value shall not be subject to any variation on account of variation in Exchange rate(s).
- 8.05** **As per GOI Notifications Section 164 read with Section 171 of the central goods and services tax act 2017 , Central Govt makes "Anti Profiteering rules 2017 ". As per anti-profiteering Clause 171 applied as per Govt Notification which provides that it is mandatory to pass on all the benefits due to reduction in rate of tax or from input tax credit to the consumer by way of commensurate reduction in prices. The GST rate shall be applicable as per the HSN codes, Hence request you to kindly forward the same.**

#### **9.0 Taxes & Duties on raw materials & bought out components:**

- 9.01** Taxes & Duties on raw materials & bought out components are included in Order Value and are not subject to any escalation or variation for any reason whatsoever.
- 9.02** Taxes & Duties on raw materials & bought out components procured indigenously are included in Order Value and are not subject to any escalation or variation for any reason whatsoever.

#### **10.0 Terms of payment and billing**

- 10.01** For Supply of Equipments:
- 100% payment shall be made within 45 days from the date of receipt of material at store/ site against submission of 5% performance bank guarantee. (Refer 10.01)
- 10.02** Bidder to submit the following documents against dispatch of each consignment
- i. Consignee copy of LR
  - ii. Supplier detailed invoice showing commodity description, quantity, unit price, total price and basis of delivery.
  - iii. Original certificate issued by BRPL confirming receipt of material at site and acceptance of the same.
  - iv. Dispatch clearance / inspection report in original issued by the inspection authority
  - v. Packing List
  - vi. Test Reports
  - vii. Guarantee Certificate.
  - viii. Insurance policy to be obtained by supplier

#### **11.0 Price Validity**

- 11.01** All bids submitted shall remain valid, firm and subject to unconditional acceptance by BRPL Delhi for 120 days post bid-date. For awarded suppliers, the prices shall remain valid and firm till contract completion.

#### **12.0 Performance Guarantee**

- 12.01** Supplier shall establish a performance bond in favor of BRPL in an amount not less than Ten percent (5%) of the total price of the Contract (the "Performance Bond"). The Performance Bond shall be valid for a period of Twenty Four months (24) from the date of the commissioning or Thirty months (30) from the date of receipt of material (last consignment) at site/stores which ever is earlier plus 3 months towards claim period. It shall be in accordance with one of the following terms:

- (a) Depositing pay order /demand draft of the relevant amount directly with BRPL at the address listed above or as otherwise specified by BRPL, either of which shall constitute the Performance Bond hereunder; or
- (b) Bank guarantee from any nationalized bank in favour of BSES RAJDHANI POWER LTD (BRPL). The performance Bank guarantee shall be in the format as specified by BRPL.

### 13.0 Forfeiture

- 13.01 Each Performance Bond established under Clause 10.0 shall contain a statement that it shall be automatically and unconditionally forfeited without recourse and payable against the presentation by BRPL of this Performance Bond , or to the relevant company/ correspondent bank referred to above, as the case may be, together with a simple statement that supplier has failed to comply with any term or condition set forth in the Contract.
- 13.02 Each Performance Bond established under will be automatically and unconditionally forfeited without recourse if BRPL in its sole discretion determines that supplier has failed to comply with any term or condition set forth in the contract.

### 14.0 Release

All Performance Bonds will be released without interest within seven (7) days from the last date up to which the Performance Bond has to be kept valid (as defined in Clause 10.0) except for the case set forth in Clause 21.0.

### 15.0 Defects Liability Period

- 15.01 The bidder to Guarantee the materials / items supplied against any defect of failure, which arise due to faulty materials, workmanship or design for the entire defects liability period. The Defect liability period shall be 60 months from the date of commissioning or 66 months from the date of delivery whichever is earlier. If during the defects liability period any materials / items are found to be defective, these shall be replaced or rectified by the bidder at his own cost within 30 days from the date of receipt of intimation.

### 16.0 Return, Replacement or Substitution.

BRPL shall give Supplier notice of any defective Commodity promptly after becoming aware thereof. BRPL may in its discretion elect to return defective Commodities to Supplier for replacement, free of charge to BRPL, or may reject such Commodities and purchase the same or similar Commodities from any third party. In the latter case BRPL shall furnish proof to Supplier of the cost of such substitute purchase. In either case, all costs of any replacement, substitution, shipping, labour and other related expenses incurred in connection with the return and replacement or for the substitute purchase of a Commodity hereunder should be for the account of Supplier. BRPL may set off such costs against any amounts payable by BRPL to Supplier. Supplier shall reimburse BRPL for the amount, if any, by which the price of a substitute Commodity exceeds the price for such Commodity as quoted in the Bid.

### 17.0 Effective Date of Commencement of Contract:

- 17.01 The date of the issue of the Letter of Acceptance shall be treated as the effective date of the commencement of Contract.

### 18.0 Time – The Essence Of Contract

- 18.01 The time and the date of completion of the "Supply" as stipulated in the Letter Of Acceptance / Purchase order issued to the Supplier shall be deemed to be the essence of the "Contract". The Supply has to be completed not later than the aforesaid Schedule and date of completion of supply .

### 19.0 The Laws and Jurisdiction of Contract:

- 19.01 The laws applicable to this Contract shall be the Laws in force in India.
- 19.02 All disputes arising in connection with the present Contract shall be settled amicably by mutual consultation failing which shall be finally settled as per the rules of Arbitration and Conciliation Act, 1996 at the discretion of Purchaser. The venue of arbitration shall be at Mumbai in India

### 20.0 Events of Default

- 20.01 Events of Default. Each of the following events or occurrences shall constitute an event of default ("Event of Default") under the Contract
- (a) Supplier fails or refuses to pay any amounts due under the Contract;
- (b) Supplier fails or refuses to deliver Commodities conforming to this RFQ/ specifications, or fails to deliver Commodities within the period specified in P.O. or any extension thereof

- (c) Supplier becomes insolvent or unable to pay its debts when due, or commits any act of bankruptcy, such as filing any petition in any bankruptcy, winding-up or reorganization proceeding, or acknowledges in writing its insolvency or inability to pay its debts; or the Supplier's creditors file any petition relating to bankruptcy of Supplier;
- (d) Supplier otherwise fails or refuses to perform or observe any term or condition of the Contract and such failure is not remediable or, if remediable, continues for a period of 30 days after receipt by the Supplier of notice of such failure from BRPL

## 21.0 Consequences of Default.

- (a) If an Event of Default shall occur and be continuing, BRPL may forthwith terminate the Contract by written notice.
- (b) In the event of an Event of Default, BRPL may, without prejudice to any other right granted to it by law, or the Contract, take any or all of the following actions:
  - (i) present for payment to the relevant bank the Performance Bond;
  - (ii) purchase the same or similar Commodities from any third party; and/or
  - (iii) recover any losses and/or additional expenses BRPL may incur as a result of Supplier's default.

## 22.0 Penalty for Delay

- 22.01 If supply of items / equipments is delayed beyond the supply schedule as stipulated in purchase order then the Supplier shall be liable to pay to the Purchaser as penalty for delay, a sum of 1% (one percent) of the contract price (ex-work value) for every week delay or part thereof for individual mile stone deliveries..
- 22.02 The total amount of penalty for delay under the contract will be subject to a maximum of ten percent (10%) of the contract price
- 22.03 The Purchaser may, without prejudice to any method of recovery, deduct the amount for such damages from any amount due or which may become due to the Supplier or from the Performance Bond or file a claim against the supplier.

## 23.0 Force Majeure

### 23.01 General

An "Event of Force Majeure" shall mean any event or circumstance not within the reasonable control directly or indirectly, of the Party affected, but only if and to the extent that

- (i) Such event or circumstance materially and adversely affects the ability of the affected Party to perform its obligations under this Contract, and the affected Party has taken all reasonable precautions, due care and reasonable alternative measures in order to prevent or avoid the effect of such event on the affected party's ability to perform its obligations under this Contract and to mitigate the consequences thereof.
- (ii) For the avoidance of doubt, if such event or circumstance would not have materially and adversely affected the performance of the affected party had such affected party followed good industry practice, such event or circumstance shall not constitute force majeure.
- (iii) Such event is not the direct or indirect result of the failure of such Party to perform any of its obligations under this Contract
- (iv) Such Party has given the other Party prompt notice describing such events, the effect thereof and the actions being taken in order to comply with above clause.

### 23.02 Specific Events of Force Majeure subject to the provisions of above clause, Events of Force Majeure shall include only the following to the extent that they or their consequences satisfy the above requirements :

- (i) The following events and circumstances :
  - a) Effect of any natural element or other acts of God, including but not limited to storm, flood, earthquake, lightning, cyclone, landslides or other natural disasters.
  - b) Explosions or fires
- (ii) War declared by the Government of India, provided that the ports at Mumbai are declared as a war zone.
- (iii) Dangers of navigation, perils of the sea.

- 23.03** Notice of Events of Force Majeure If a force majeure event prevents a party from performing any obligations under the Contract in part or in full, that party shall:
- i) Immediately notify the other party in writing of the force majeure events within 7(seven) working days of the occurrence of the force majeure event
  - ii) Be entitled to suspend performance of the obligation under the Contract which is affected by force majeure event for the duration of the force majeure event.
  - iii) Use all reasonable efforts to resume full performance of the obligation as soon as practicable
  - iv) Keep the other party informed of all such efforts to resume full performance of the obligation on a regular basis.
  - v) Provide prompt notice of the resumption of full performance or obligation to the other party.
- 23.04** Mitigation of Events of Force Majeure Each Party shall:
- (i) Make all reasonable efforts to prevent and reduce to a minimum and mitigate the effect of any delay occasioned by an Event of Force Majeure including recourse to alternate methods of satisfying its obligations under the Contract;
  - (ii) Use its best efforts to ensure resumption of normal performance after the termination of any Event of Force Majeure and shall perform its obligations to the maximum extent practicable as agreed between the Parties; and
  - (iii) Keep the other Party informed at regular intervals of the circumstances concerning the event of Force Majeure, with best estimates as to its likely continuation and what measures or contingency planning it is taking to mitigate and or terminate the Event of Force Majeure.
- 23.05** Burden of Proof In the event that the Parties are unable in good faith to agree that a Force Majeure event has occurred to an affected party, the parties shall resolve their dispute in accordance with the provisions of this Agreement. The burden of proof as to whether or not a force majeure event has occurred shall be upon the party claiming that the force majeure event has occurred and that it is the affected party.
- 23.06** Termination for Certain Events of Force Majeure. If any obligation of any Party under the Contract is or is reasonably expected to be delayed or prevented by a Force Majeure event for a continuous period of more than 3 months, the Parties shall promptly discuss in good faith how to proceed with a view to reaching a solution on mutually agreed basis. If a solution on mutually agreed basis cannot be arrived at within a period of 30 days after the expiry of the period of three months, the Contract shall be terminated after the said period of 30 days and neither Party shall be liable to the other for any consequences arising on account of such termination.
- 23.07** Limitation of Force Majeure event. The Supplier shall not be relieved of any obligation under the Contract solely because cost of performance is increased, whether as a consequence of adverse economic consequences or otherwise.
- 23.08** Extension of Contract Period due to Force Majeure event The Contract period may be extended by mutual agreement of Parties by way of an adjustment on account of any period during which an obligation of either Party is suspended due to a Force Majeure event.
- 23.09** Effect of Events of Force Majeure. Except as otherwise provided herein or may further be agreed between the Parties, either Party shall be excused from performance and neither Party shall be construed to be in default in respect of any obligations hereunder, for so long as failure to perform such obligations shall be due to and event of Force Majeure."
- 24.0** **Transfer And Sub-Letting**
- 24.01** The Supplier shall not sublet, transfer, assign or otherwise part with the Contract or any part thereof, either directly or indirectly, without prior written permission of the Purchaser.
- 25.0** **Recoveries**
- 25.01** When ever under this contract any money is recoverable from and payable by the bidder, the purchaser shall be entitled to recover such sum by appropriating in part or in whole by deducting any sum due to which any time thereafter may become due from the supplier in this or any other contract. Should the sum be not sufficient to cover the full amount recoverable the bidder shall pay to the purchaser on demand the remaining balance.
- 26.0** **Waiver**
- 26.01** Failure to enforce any condition herein contained shall not operate as a waiver of the condition itself or any subsequent breach thereof.
- 27.0** **Indemnification**

27.01 Notwithstanding contrary to anything contained in this RFQ, Supplier shall at his costs and risks make good any loss or damage to the property of the Purchaser and/or the other Supplier engaged by the Purchaser and/or the employees of the Purchaser and/or employees of the other Supplier engaged by the Purchaser whatsoever arising out of the negligence of the Supplier while performing the obligations under this contract.

**SECTION – IV: QUANTITY AND DELIVERY REQUIREMENT**

<b>Sl.No.</b>	<b>Item Description</b>	<b>Qty( Nos)</b>	<b>Delivery Schedule</b>	<b>Location</b>
1	SEAL,TAMPERPROOF ;POLYCARBONATE;ORANGE ;2 Lock	20,00,000	1.Submission of GTP/Drawing within 7-10 days from the date of LOI/Purchase order. 2. Commencement of 2,00,000 Nos Seals per month within 30 days from the date of clearance of GTP/Drawing from BRPL.	Stores BRPL Delhi
2	SL,TAMPERPROOF ;POLYCARBONATE;BLUE ;2 Lock	5,00,000		
3	SL,TAMPERPROOF ;POLYCARBONATE GREEN;2 Lock	50,000		
4	SL,TAMPERPROOF ;POLYCARBONATE YELLOW ;2 Lock	50,000		
5	SL,TAMPERPROOF ;POLYCARBONATE PINK ;2 Lock	50,000		
6	SL,ANC;POLYCARBONATE;TRANSPARENT;4Lock K(HT Users)	20,000		

**SECTION – V:**

**TECHNICAL SPECIFICATION(TS)**

**RATE CONTRACT FOR SUPPLY OF POLYCARBONATE METER SEAL**

**CMC/BR/20-21/SV/RS/SN/892**

**Date : 25.02.2021**

## The Detailed Specification of Polycarbonate Meter Seal



**BSES**

BSES Rajdhani Power Ltd

GN101-03-SP-140-01

TECHNICAL SPECIFICATION FOR POLYCARBONATE SEAL (WITHOUT MACHINE)

**TECHNICAL SPECIFICATION****FOR****POLYCARBONATE SEAL (Without machine)**

Prepared by	Naved Ahmad	<i>Naved Ahmad</i> 13/07/18	Date:13/07/2018
Reviewed by	Amit Tomar	<i>Amit Tomar</i> 13.07.18	Rev:01
Approved by	K.Sheshadri		No of Pages-11

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**TECHNICAL SPECIFICATION FOR POLYCARBONATE SEAL (WITHOUT MACHINE)****1.0. SCOPE OF SUPPLY**

The scope of supply includes Design, Engineering, Manufacturing, and Inspection & Testing at manufacturer's work before dispatch, packing and delivery of material to BSES stores and submission of documents to purchaser.

**2.0. STANDARDS & CODES**

Seals shall be designed, manufactured and tested in accordance with the latest edition of following standards-

S no.	Standard	Title of The Standard
1	Latest Edition	Indian Electricity Rules 1956
2	Latest Edition	Indian Electricity Act 1910
3	IS 14434	Polycarbonate moulding and extrusion materials
4	IS 15707	Testing, Evaluation, Installation and Maintenance of AC electricity meters – Code of practice
5	IS 9792	Guide for testing, calibration and maintenance of AC
6	IS 6528	Stainless Steel Wire
7	ASTM D 792	Specific Gravity Test
8	ASTM B 117	Salt Spray Test

**3.0. SERVICE CONDITIONS**

Seals to be supplied against this specification shall be suitable for satisfactory operation under the following conditions-

S No.	Parameters	Remarks
3.1	Average grade atmosphere	Heavily polluted, Dry
3.2	Maximum altitude above sea level	1000M

**TECHNICAL SPECIFICATION FOR POLYCARBONATE SEAL (WITHOUT MACHINE)**

S No.	Parameters	Remarks
3.3	Relative Humidity	100%
3.4	Ambient air temperature	Highest 50 Deg C, Average 40 Deg C, Minimum 0 Deg C
3.5	Operating temperature	0 Deg C - 50 Deg C
3.6	Rainfall	750mm concentrated in four months

**4.0. CONSTRUCTIONAL & DESIGN FEATURES**

S no.	Parameters	Technical Requirements by BSES
4.1	Seal type	The seals shall be tamper proof type, suitable for effectively sealing meters, meter boxes and enclosures. The seals shall be suitable for outdoor application.
4.2	Seal design	The seals shall be of anchor lock type design, easy to install without use of any tool. Once installed it shall not be possible to open forcibly without completely destroying / breaking the body of the seal. Once opened, it shall not be re-used. In the event any attempt is made to open the seals forcibly, a visual damage shall occur on body of seal.
4.3	Housing and locking	Housing of the seal shall be of polycarbonate. Corrosion resistant stainless steel shall be used in the locking mechanism system. These materials shall be suitable for use in humid tropical conditions as stipulated in Clause 3.0.
4.4	Colour of seal	As below
4.4.1	Blue	Seal sent to meter manufacturer for sealing meter body
4.4.2	Orange	Seal utilized for following applications:
		i. T Cover
		ii. Meter Box/Enclosure
		iii. Busbar Box
		v. Other sealing applications

**TECHNICAL SPECIFICATION FOR POLYCARBONATE SEAL (WITHOUT MACHINE)**

S no.	Parameters	Technical Requirements by BSES
4.4.3	Pink	Seal utilized for above applications (sr. no. 4.4.2)
4.4.4	Green	Seal utilized for above applications (sr. no. 4.4.2)
4.4.5	Yellow	Seal utilized for above applications (sr. no. 4.4.2)
4.5	Transparency of seal	i. Seals shall be transparent (See through type), which shall give complete visualization of its fixing mechanism and shall show clear indication if tempered or coloured seals as per instruction and approval of BRPL ii. Male & Female parts of Seals to be of dual colour. Collar of Male part should be of smaller size & sit inside the female part
4.6	Marking on seal	Ten digit serial number shall be laser printed on both male and female portion of the seal. BRPL & PO No. shall be moulded on one side and Manufacturing month and year to be moulded on the other side of seal.
4.7	Sealing wire	Non corrosive non magnetic stainless steel twisted wire shall be used. Grade of stainless steel shall be SS-304.
4.8	Length of sealing wire	
4.8.1	Blue Seal	160mm
4.8.2	Two Lock (Orange / Pink / Green / Yellow) & Four Lock Seal (Yellow)	225mm
4.9	Diameter of SS wire	The diameter of each individual strand wire shall be 0.45 mm and overall diameter of seal wire shall be 0.9 mm +0.05 mm, so that it can easily inserted into the female portion where the diameter of the hole shall be 1.0mm +0.1mm.
4.10	Seal wire application	The seal wire used for the above size of seals shall be inbuilt in connecting male and female part of the seal. The application of the seal wire is to insert seal wire and through the hole via female part and insert the male part into female part by applying thumb pressures to lock the seal.

**TECHNICAL SPECIFICATION FOR POLYCARBONATE SEAL (WITHOUT MACHINE)**

S no.	Parameters	Technical Requirements by BSES
4.11	Seal installation & security	<p>i.The Seal shall be made in such a way that, it can be easily locked with the help of finger and thumb pressing and no tools shall be required to close the seal in the laboratory or at site.</p> <p>ii.Collar of Male part should be of smaller size &amp; sit inside the female part</p> <p>iii.After inserting the seal wire through female part, the cap of the male part shall be fitted in the female part in such a way that it should not leave any space to avoid insertion of any sharp tools for opening of seal body of the female part in hot or cold condition.</p>

**5.0. INSPECTION & TESTING**

S.no	Test	Details
5.1	Type test	<p>The type test reports for below mentioned tests as per IS /IEC/ASTM standards shall be submitted. Type test reports shall not be older than 5 years. Type test conducted either from CPRI/ERDA will be treated as valid.</p> <p>i.Visual Inspection of whole lot</p> <p>ii.Dimensionality Verification</p> <p>iii.Tensile Strength</p> <p>iv.Pull Out Test</p> <p>v.Chemical Test</p> <p>vi.Heat Resistance Test</p> <p>vii.Identification of Base Polymer</p> <p>viii.Melting Point</p> <p>ix.Temperature Withstand Test</p> <p>x.Salt Spray Test</p> <p>xi.Specific Gravity</p> <p>If valid type test reports are not available with the bidder, then they shall arrange to carry out all the type tests as per relevant IS on randomly selected sample from our lot from CPRI/ERDA without any price implication.</p>
5.2	Routine test	Raw material certificates and Routine test certificates in accordance with relevant IS, shall be submitted during the inspection.

**TECHNICAL SPECIFICATION FOR POLYCARBONATE SEAL (WITHOUT MACHINE)**

S.no	Test	Details
5.3	Acceptance tests	<p>Sampling &amp; following acceptance tests in accordance with relevant IS/ASTM shall be conducted during the inspection at manufacturer's works:-</p> <ul style="list-style-type: none"><li>i. Visual Inspection of whole lot</li><li>ii. Dimensional Verification</li><li>iii. Tensile Strength</li><li>iv. Pull Out Test</li><li>v. Chemical Test</li><li>vi. Heat Resistance Test</li><li>vii. Identification of Base Polymer</li><li>viii. Melting Point</li><li>ix. Test for exposure to UV radiation</li><li>x. Seal wire test</li><li>xi. Boiling water test</li></ul> <p>In case the facility to conduct any of the above mentioned tests is not available at manufacturing works, the same shall be conducted at NABL accredited laboratory without any price implication.</p>

**6.0. PACKING, SHIPPING, HANDLING & SITE SUPPORT**

S no.	Parameters	Technical requirements by BRPL
6.1	Packing Protection	Against corrosion, dampness, heavy rains, breakage and vibration
6.2	Packing for Seals	<ul style="list-style-type: none"><li>i- 25 no's seals in small transparent packet</li><li>ii-Four packets of 25 seals shall be packed in hardboard boxes of 100nos seals</li><li>ii- The serial numbers of the seals shall be clearly indicated on the box. Robust non returnable packing case with all the above protection &amp; identification Label</li></ul>

**TECHNICAL SPECIFICATION FOR POLYCARBONATE SEAL (WITHOUT MACHINE)**

S no.	Parameters	Technical requirements by BRPL
6.3	Packing Identification Label	On each packing case, following details are required: i. Individual serial number ii. Purchaser's name iii. PO number (along with SAP item code, if any) & date iv. Equipment Tag no. (if any) v. Destination vi. Manufacturer / Supplier's name vii. Address of Manufacturer / Supplier / it's agent viii. Month & year of Manufacturing ix. Case measurements x. Gross and net weights in kilograms xi. All necessary slinging and stacking instructions
6.4	Shipping	The seller shall be responsible for all transit damage due to improper packing.
6.5	Handling and Storage	Manufacturer instruction shall be followed.
6.6	Detail handling & storage instruction sheet / manual to be furnished before commencement of supply.	

**7.0. DOCUMENT & SAMPLE SUBMISSION**

The seller has to submit the following documents and sample along with technical bid:

S no.	Parameters
7.1	Completely filled GTP as per clause Annexure-A of this specification
7.2	Clause wise compliance sheet as per BSES specification
7.3	Detailed reference list of customers using the offered product during the last 3 years with similar design and rating
7.4	GA / cross sectional drawing of seal showing all the views / sections / parts
7.5	Manufacturer's quality assurance plan and certification for quality standards
7.6	Five numbers of non returnable samples of the seal shall also be submitted with the offer for evaluation of the product.



**TECHNICAL SPECIFICATION FOR POLYCARBONATE SEAL (WITHOUT MACHINE)****8.0 DEVIATION**

List of deviations shall be stated in writing with the tender by reference to the Specification clause/ GTP/ Drawing. In absence of such a statement, requirements of the Specification shall be assumed to be met without exception by the vendor.

**ANNEXURE A: Guaranteed technical particulars of polycarbonate security seal:**

S no.	Characteristics	Requirement of BRPL	Data By Supplier
1	Manufacturer's name		
2	Manufacturer's address		
3	Material of seal	Virgin Polycarbonate	
4	Melting temperature	280°C to 295°C	
5	Use	Security sealing of meters/enclosures	
6	Softness	Hard	
7	Durability	Weather and UV resistant	
8	Transparency	Fully transparent (long time transparency)	
9	Color of seal	For Two Lock-Blue/ Orange/ Green/ Yellow & Pink For Four Lock- Yellow	
10	Lock Type of Seal	Two Lock & Four Lock	
11	Locking arrangement	Anchor-Two holes insertion of sealing wire concept	
12	Speech Module	The seal shall have the speech module in the male cavity of seal	
13	Dimensions of seal	Confirm by vendor	
14	Whether each seal marked with laser printed serial number on both male and female part of seal	Ten digit	
14.1	Monogram	As per BRPL plan	
14.2	Front side	BRPL & PO No.	
15	Back side	Month & Year	
15.1	Seal wire	Stainless steel braided type	
15.2	Material of wire	SS- 304 (Non magnetic &	

**TECHNICAL SPECIFICATION FOR POLYCARBONATE SEAL (WITHOUT MACHINE)**

S no.	Characteristics	Requirement of BRPL	Data By Supplier
		Non Corrosive)	
15.3	Length of seal wire (blue)	160mm	
15.4	Length of seal wire (Orange, Green, Pink, Yellow) & Four Lock	225mm	
15.5	Diameter of individual strand	27 base & overlapping 32 swg + 0.01mm (Overlapping as per standard)	
16	Overall diameter of wire	0.9mm + 0.05mm	
17	The minimum force required to occur the visual damage in the event of forced opening	Vendor to confirm	
18	Manufacturing Experience of the seal offered: i) Manufacturing Experience ii) Quantity sold during last 5 years iii) List of purchases provided	No. of years Nos.	
19	Whether the markings indicated on the seal are indelible	Vendor to confirm	
20	Whether the seals will provide visual indication of damage when attempt is made to open the seal forcibly	Vendor to confirm	
21	Whether the seals will get completely destroyed when forcibly opened	Vendor to confirm	
22	Whether the seal is type tested for the minimum pulling force required	Vendor to confirm	
23	Whether the type test certificates are furnished	Vendor to confirm	
23.1	Important features required for Seal	Vendor to confirm	
23.2	Environmentally safe as it does not contain any lead	Vendor to confirm	

**TECHNICAL SPECIFICATION FOR POLYCARBONATE SEAL (WITHOUT MACHINE)**

S no.	Characteristics	Requirement of BRPL	Data By Supplier
	(Pb).		
23.3	Withstand long-term exposure to direct sunlight.	Vendor to confirm	
23.4	Tools required for Installation.	Vendor to confirm	
23.5	Transparent and see through body	Vendor to confirm	
23.6	Tamper resistance and reliable	Vendor to confirm	
23.7	Heat resistance	Vendor to confirm	
24	Chemical resistance	Vendor to confirm	
25	Patent	Details about patent	
26	Seal Disposal & delivery tracking system	Name of system followed	
27	5 No's sample submitted	Required	

**Volume - II**

**FORMATS**

**Tender Notification for**

**RATE CONTRACT FOR SUPPLY OF POLYCARBONATE METER SEAL**

**CMC/BR/20-21/SV/RS/SN/892**

**Date : 25.02.2021**

Annexure -I

**BID FORM**

**RATE CONTRACT FOR SUPPLY OF POLYCARBONATE METER SEAL**

To

Head of the Department  
Contracts & Materials  
BSES Rajdhani Power Ltd  
BSES Bhawan, Nehru Place  
New Delhi- 110019  
Sir,

- 1 We understand that BRPL is desirous of procuring "RATE CONTRACT FOR SUPPLY OF POLYCARBONATE METER SEAL in it's licensed distribution network area in Delhi.
- 2 Having examined the Bidding Documents for the above named works, we the undersigned, offer to deliver the goods in full conformity with the Drawings, Conditions of Contract and specifications for the sum of AS PER PRICE BID ENCLOSED or such other sums as may be determined in accordance with the terms and conditions of the contract .The above amounts are in accordance with the Price Schedules attached herewith and are made part of this bid.
- 3 If our Bid is accepted, we under take to deliver the entire goods as per delivery schedule given by you from the date of award of purchase order/letter of intent
- 4 If our Bid is accepted, we will furnish a performance bank guarantee for an amount of 10% (Ten) percent of the total contract value for due performance of the Contract in accordance with the General Conditions of Contract.
- 5 We agree to abide by this Bid for a period of 120 days from the date fixed for bid opening under clause 9.0 of GCC, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- 6 We declare that we have studied the provision of Indian Income Tax Law and other Indian Laws for supply of equipments/materials and the prices have been quoted accordingly.
- 7 Unless and until Letter of Intent is issued, this Bid, together with your written acceptance there of, shall constitute a binding contract between us.
- 8 We understand that you are not bound to accept the lowest, or any bid you may receive.
- 9 There is provision for Resolution of Disputes under this Contract, in accordance with the Laws and Jurisdiction of Contract, Clause 19 of GCC .

Dated this..... day of..... 20 .....

Signature..... In the capacity of .....

.....duly authorized to sign for and on behalf of (IN BLOCK CAPITALS).....

Annexure -II

FORMAT FOR EMD BANK GUARANTEE

*(To be issued in a Non Judicial Stamp Paper of Rs.50/-purchased in the name of the bank)*

Whereas [name of the Bidder](hereinafter called the Bidder“) has submitted its bid dated [date of submission of bid] for the supply of [name and/or description of the goods] (hereafter called “the Bid”).

KNOW ALL PEOPLE by these presents that WE [name of bank]at[Branch Name and address],having our registered office at[address of the registered office of the bank](herein after called —the Bank“),are bound unto BSES Rajdhani Power Ltd., with it's Corporate Office at BSES Bhawan Nehru Place, New Delhi -110019 ,(herein after called —the Purchaser“)in the sum of \_\_\_\_\_ for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this\_\_\_\_\_ day of\_\_\_\_\_ 20\_\_\_\_\_.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form ;or
2. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
  - (a) fails or refuses to execute the Contract Form ,if required; or
  - (b) fails or refuses to furnish the performance security, In accordance with the Instructions to Bidders/GENERAL CONDITIONS.;

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that is its demand the purchaser will note that amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or condition s.

This guarantee will remain in force up to and including thirty (30) days after the period of bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

(signature of the bank)

Signature of the witness

**Annexure-III**  
**PRICE FORMAT**

NIT NO & DATE : CMC/BR/20-21/SV/RS/SN/892 DT: 25.02.2021

S.NO	BSES Material Code	HSN Code	Material Dispatch Location (GSTN no.)	Item Description	UOM	QTY	EX-WORKS RATE/No.	C.GST (%)	C.GST (Amount)	S.GST (%)	S.GST (Amount)	I.GST (%)	I.GST (Amount)	FREIGHT	LANDED COST/No.	TOTAL LANDED COST
				SEAL,TAMPERPROOF ;POLYCARBONATE;ORANGE ;2 Lock	Nos	20,00,000										
				SL,TAMPERPROOF ;POLYCARBONATE;BLUE ;2 Lock	Nos	5,00,000										
				SL,TAMPERPROOF ;POLYCARBONATE GREEN;2 Lock	Nos	50,000										
				SL,TAMPERPROOF ;POLYCARBONATE YELLOW ;2 Lock	Nos	50,000										
				SL,TAMPERPROOF ;POLYCARBONATE PINK ;2 Lock	Nos	50,000										
				SL,ANC;POLYCARBONATE;TRANSPARENT ;Lock K(HT Users)	Nos	20,000									Total	

Pls attach the covering letter head along with the price format.

NAME OF THE BIDDER WITH STAMP

**Annexure - IV**

NIT NO &amp; DATE : CMC/BR/20-21/SV/RS/SN/892 DT: 25.02.2021

**COMMERCIAL TERMS AND CONDITIONS**

S/NO	ITEM DESCRIPTION	AS PER BRPL	CONFIRMATION OF BIDDER
1	Validity of prices	120 days from the date of offer	
2	Price basis	a) Firm, FOR Delhi store basis. Prices shall be inclusive of all taxes & duties, freight upto Delhi stores. b) Unloading at stores shall be in vendor's scope c) Transit insurance in BRPL scope	
3	Payment terms	100% payment within 45 days after receipt of material at stores	
4	Delivery schedule	As per our requirement	
5	Defect Liability period	60 months after commissioning or 66 months from the last date of supply ,whichever is earlier	
6	Penalty for delay	1% per week of delay of undelivered units or part thereof subject to maximum of 10% of total PO value of undelivered units	
7	Performance Bank Guarantee	5% of total PO value valid for 24 months after commissioning or 30 months from the last date of supply,whichever is earlier plus 3 months towards claim period	



ANNEXURE V

NIT NO & DATE : CMC/BR/20-21/SV/RS/SN/892 DT: 25.02.2021

NO DEVIATION SHEET

SL NO	SL NO OF TECHNICAL SPECIFICATION	DEVIATIONS,IF ANY

SIGNATURE & SEAL OF BIDDER

NAME OF BIDDER

**Annexure – VI**

S.No	Qualification Criteria	Declaration by bidder with qualifying the fulfillment	Documentary Evidence attached page no. details
1	The bidder should have an average annual turnover of 1.50 Crore in last three financial years (17-18 & 18-19 and 19-20.)		
2	The bidder must be OEMs of polycarbonate Seal and have valid patented design of polycarbonate seal.		
3	The bidder should have at least 3 years of experience in design and manufacturing of polycarbonate seals.(Purchase order/Completion certificate to be attached with tender as supporting documents)		
4	The bidder must be OEMs of polycarbonate Seal and have valid patented design of polycarbonate seal.		
5	The bidder must have permanent office set up in India for troubleshooting and technical support. (Letter of undertaking in this regard is to be submitted).		
6	The bidder should declare that he has not been black listed by any utility/Distribution Company/Any department of State Government or Central Government in India. (Letter of undertaking in this regard is to be submitted).		
7	Bidder should have supplied at least 10,00,000 nos of Seal in last three years and should have experience of supplying to Electricity Utility / Undertaking/Private Distribution in India. In this support, copies of purchase order should be enclosed.		
8	Bidder should have valid type test report from CPRI/ERDA/NABL/CEPAT for the material supplied.		
	<p>OEMs can participate through their channel/ authorized partners.Howvere, they should qualify the aforementioned qualification criteria and the following :</p> <ol style="list-style-type: none"> <li>The bidder should furnishe authorization form from the manufactures of material/item.</li> <li>The bidder as authorized agent, has supplied similar item in past in any other utility.</li> <li>The bidder shall be authorized distributor/dealer since last 02 yr or more.</li> </ol>		

**CHECK LIST**

Sl No	Item Description	YES/NO
1	INDEX	YES/NO
2	COVERING LETTER	YES/NO
3	BID FORM (UNPRICED) DULY SIGNED	YES/NO
4	BILL OF MATERIAL (UNPRICED)	YES/NO
5	TECHNICAL BID	YES/NO
6	ACCEPTANCE TO COMMERCIAL TERMS AND CONDITIONS	YES/NO
7	FINANCIAL BID (IN SEALED ENVELOPE)	YES/NO
8	EMD IN PRESCRIBED FORMAT	YES/NO
9	DEMAND DRAFT OF RS 1180/- DRAWN IN FAVOUR OF	BSES.....POWER LTD
10	POWER OF ATTORNEY/AUTHORISATION LETTER FOR SIGNING THE BID	YES/NO