

BALMER LAWRIE & CO. LTD
A GOVERNMENT OF INDIA ENTERPRISE
GREASES & LUBRICANTS
SURVEY NO. 201/1, SAYLI

SILVASSA – 396 230.

PHONE NO. 260 – 3293-118/019, 3296375
E-mail : srivastava.sk@balmerlawrie.com

GLS/TE16/142
27/02/17

TENDER ENQUIRY

Due on: 09/03/17

M/s _____

Dear Sir

Sub: Enquiry for supply of printed 5 PR Corrugated Cartons for Packaging of 6 Ltr Injection Molded Pails.

Balmer Lawrie & Co. Ltd. [BL] is a leading manufacturer of Greases & Lubricants in India. The company intends to procure **5 ply corrugated cartons with Single colour printing** from competent and experienced manufacturers with sound infrastructural, technical and financial capabilities. The intending suppliers should have made similar supplies to reputed industries / organizations. Sealed Price bids in envelopes are invited for supply of cartons as per the details given below:

1 PRODUCT SPECIFICATION & QUANTITY

Specifications: Please refer **Annexure - I**

Quantity:

| Sr.No | Pack Size | Quantity [nos.]** (+/- 10%) | No. of Art works |
|-------|-----------|--------------------------------|------------------|
| 1 | 6 Ltr | 5000 Nos | 1 |

**Note: Qtys mentioned above are only notional value, however the actual quantities may get varied based on actual requirement..

Please refer attached Annexure I for further technical detail.

2. PERIOD OF CONTRACT

The period of supply shall be for One Year from the date of issuing LOI/PO. In case the full quantity is supplied prior to this date the contract shall stand closed. However, the extension of the contract can be done through mutual agreement for another 6 months.

4. DELIVERY

a. Supplies should commence within 10 days of placement of LOI / purchase order whichever is earlier. All subsequent deliveries shall be made as per our call-up within 10 days. Normally our call ups will be placed during the first week or within the first 10 days in a month

b. The deliveries shall be made to the following address:

Balmer Lawrie & Co Ltd.,
Grease & Lubricants Division,
Survey No. 201/1 Sayli Silvassa
Pin -396230



d. Cost of delivery shall include transportation, loading/ unloading charges, **affixing stickers on cartons** if any. The bidders are advised to include these charges while quoting their price in the price bid.

e. **RISK PURCHASE**

Without prejudice to other provisions in the tender, in the event supplier fails to supply within the stipulated time, BL shall have the option to procure the material from alternate sources with prior intimation to supplier, at the risk and the additional cost borne by the supplier.

5 PAYMENT TERMS

Payments shall be effected within 30 days of receipt of bills with all necessary documents.

6 SPECIAL CONDITIONS OF CONTRACT

a. **ART WORK & PRINTING** The cartons shall be printed in **one colour offset printing** as per artwork provided by us. The successful bidder should collect the artwork and get a sample carton approved before commencing delivery. Printing on the cartons should be neat, legible, uniform and in the color shades specified by us. The printing ink should be of good quality so that printing matter does not get smudged /distorted or get erased during the process of filling / handling.

The artwork shall be provided by us in CD / printouts/ E Mail etc before taking production run. In case we design a new artwork, the same should be ready for printing **within 7 days of handing over the artwork. Art works for more than aforesaid art works will be reimbursed by Balmer Lawrie** and vendors may quote for the additional art works separately.

7 QUALITY ASSURANCE

- i.) All supplies made shall be accompanied by test certificate conforming to our specification. Issue of test certificate will not prejudice our right to carry out further checks and decide whether the material supplied is meeting our specification. The vendor shall be responsible for quality assurance for the material. The vendor shall use proper operating practices to ensure all quality parameters so that supplies meet the requirements as specified in the tender.
- ii.) Any defective supply reaching our works shall be taken back by the vendor within 7 days of informing the same. Otherwise BL shall have right to dispose off the defective material at the risk and cost of the supplier.
- iii.) BL reserves the right to test the quality of the cartons on random sample basis at Indian Institute of Packaging to check the conformity to tender specification.

a. **Affixing stickers:** As and when required, vendors may be asked to affix stickers provided by the BL for specific grades. No additional cost would be paid by the BL for this.

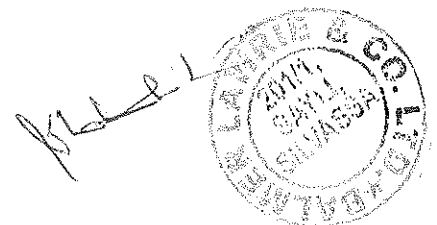
8 Price: Vendors are requested to quote strictly as per the price bid format as mentioned in Tender. The price bid evaluation will be based on the net landed cost per carton which includes material cost, conversion cost, CST, and freight charges.

Artwork development charges should be quoted separately.

9. Basis of selection and Allocation / splitting of order qty :

The basis of selection of vendors and splitting the orders (on totality basis) shall be as under.

- a) Price bid evaluation will be based on the landed cost per carton which includes material cost, conversion cost, freight charges & CST component. In future if Sale Tax status get altered for any vendor during the contractual period, accordingly supplier has to accommodate the conversion charges keeping in the view of Net Landed rate should not get affected. Conversion charges include complete operation expenses including expense towards procurement of RM. Vendors are required to quote the freight / delivery charges as a separate cost component and NOT to include in the conversion charges.



b) The SEALED PRICE BID shall be used for grading the bidders. The lowest quoted bidder in the on-line closed bids shall be designated as "L1" and the next lowest quoted bidder as "L2" and so on in the grading system.

c) BL at its own discretion may give an opportunity for the L2 bidder to match the net landed cost of L1 bidder and if it is agreed, then the order will be placed on both the bidders in the ratio of 60:40 between L1 and L2.

If L2 bidder does not match with L1 offer, then the L3 bidder will be given the opportunity to match with L1 price and so on.

In case none of the bidders are willing to match the L1 price, BL at its sole discretion shall decide to

- a) Either place 100% order on L1 bidder
- b) Or place order less than 40% of the tender quantity on L2 bidder and balance order on L1 bidder.

The bidders have no right to claim / disclaim or dispute anything during / in this process.

10 Price escalation/ de-escalation:

- a. Vendors should submit their quote based on prevailing price / approved price list [ex- paper mill] of Kraft paper from any major paper mill as on **16.02.17**. Copy of the price list shall be enclosed along with your offer.
- b. Escalation and de-escalation in the price of the cartons shall be considered only when there is a revision in the price list for the Kraft paper as announced by the leading paper mills.
- c. No other change in price will be allowed during the contract period except for the variation in the price of raw material (Kraft paper).
- d. The price change will be only on the minimum weight of the cartons as mentioned in our specifications.
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- f. Vendors shall submit the copies of price list from the same paper mill as submitted for tender and copies for invoices or verifying the changes. BL reserves the right to compare the quoted rates and with the rate published by the standard mills and seek changes suitably in cases of major variation.
- g. Tenderer shall be responsible for procurement of all essential raw materials as per specifications wherever necessary for manufacture of cartons to suit the delivery schedule committed to BL. Any delay in delivery schedule due to delay in procurement of raw material, will not be condoned

11 VALIDITY-The offers shall remain valid for a period of 45 days from the due date of the tender.

12 EXCISE DUTY & SALES TAX --The vendor shall need to comply with such formalities as are required by the statutory authorities in respect of Excise Duty and Sales Tax/VAT. The vendor shall issue the excise paid invoice so that equivalent amount may be availed as Cenvat credit by us. Concessional form, if applicable, pertaining to Sales Tax/VAT shall be issued to the vendor by us.

13. Procedure For Sealed Bid Submission

Submission of Hard copies:

The bidders are requested to submit the sealed price bid along with other documents as required, to the Tender Inviting Authority before opening of Techno-commercial bid. The bidder shall furnish the sealed bid along other documents either in person or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of bidder. BL shall not take any responsibility for any delay or non-receipt of said documents. If any of the documents furnished by the bidder is found to be false /

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Handwritten signature

fabricated, the bidder is liable for black listing, forfeiture of the EMD, cancellation of work and criminal prosecution.

The bidder is requested to get a confirmed acknowledgement from the Tender Inviting Authority as proof of submission of hardcopies.

Sealed Price Bid in Envelop against Tender has to be submitted on below given address.

BALMER LAWRIE & CO. LTD

GREASES & LUBRICANTS

SURVEY NO. 201/1, SAYLI

SILVASSA – 396 230.

Corrigendum to tender:

The bidder has to keep track of any changes by viewing the addendum / Corrigendum's issued by the Tender Inviting Authority on time-to- time basis in the www.balmerlawrie.com. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

Disclaimer Clause:

The Company (Balmer Lawrie & Co. Ltd.) nor the service provider (C1 India Pvt. Ltd.) is responsible for any failure of submission of bids due to failure of internet or other connectivity problems or reasons thereof.

ACCEPTANCE OF OFFER

Incomplete offers and offers of bidders not meeting our specifications are liable to be rejected. Offers will be evaluated separately for each type of carton.

14 TERMINATION OF CONTRACT

The company at its sole discretion may terminate the contract by giving one month's notice to the supplier. Any breach of the conditions of contract shall make the contract liable for termination without any notice.

The last date of submission of offer is 09/03/17 till 6.00 PM.

f/Balmer Lawrie & Co. Ltd


SHOBHIT SRIVASTAVA
Deputy Manager-Purchase
09898896501



| | | Specification | |
|--|--|--|--|
| Cartons: | | 6 Ltrs | |
| Internal Dimensions [Length * Width * Height] mm | | 500 x 250 x 225 | |
| Total Substance [weight of each carton] | | 600 gms (minimum) | |
| No. of Artworks | | 1 max | |
| Item Description | | 5 Ply Corrugated Board | |
| | | Top Liner: 180 gsm 28 BF Brown Virgin Kraft Paper | |
| | | Inner Liners(4): 140 gsm 22 BF Brown Virgin/Recycle Grade Paper | |
| | | Flutes: 3 Ply, 140 gsm 16 BF Brown Virgin/Recycle Grade Paper | |
| Type of Flute inside/outside | | B and C type with 150-185 flutes per meter, should conform to IS 2771 -1965 | |
| Direction of flute | | Perpendicular to the base [vertical along the stack] | |
| Type of adhesive | | Only starch gum with Dextrin base should be used. Sodium Silicate or any other highly alkaline adhesive shall not be | |
| Compression strength –standard | | 280-320 kgf (minimum) | |
| Flute height (exclusive of liner) | | 2.1 mm to 2.9 mm- B Type | |
| Flaps | | Boxes shall have 4 flaps each at the top and bottom. Both inner and outer flaps when drawn together as closely as possible shall ensure tight pack. | |
| COBB Value (30 minutes) | | 140 gms/ cm ² | |
| Printing & Colour Scheme | | Printing shall be only two colour offset as per the approved artwork and colour Phantone shades. Artwork for various brands shall be provided by BL. Colour shades for different brands shall be advised along with artwork. | |
| Manufacturing Joint | | Overlap flap width should be around 35 mm. The staples should be electro plated MS wire. Staples not to project inside the box & should be pressed in. Staples should not be more than 50 mm apart. The first & the last staple should be double and not to be further than 25 mm from beginning and end of the joint. | |
| Dimensional Tolerance | | + 3 mm / -1 mm | |
| Moisture content [%] | | 4 ± 2% | |
| No. of artworks | | As specified in Tender Clause No. 1 | |
| Bursting Strength of Carton | | For cartons: Minimum 10.5 +/- 1 Kg/ Sq Cm; For Plates: Minimum 4 Kg/ Sq Cm . As per IS 1060 (Part I)1977. | |
| Box Fabrication | | 1. Box should be fabricated in maximum two piece | |
| | | 2. All boxes /cartons should be cut by using die cut punching machine | |
| | | 3. Surface of cartons should be clean & free from white spots, fluting ribs should not be prominent to enable smooth taping operation | |
| | | 4. The board shall be properly creased and slotted so that when the box is assembled, there should be no holes at the corners. The flaps shall not crack at the crease when bent through 90 deg inside | |
| | | 5. Cartons should be folded such that manufacturing joint will be in the center and not on the edges. | |



Annexure-IIPRICE BID

| | | |
|----|--|-------------------------|
| I | Location | Silvassa |
| A | Item Description | 6 Ltr Carton |
| B | Projected quantities in Nos | 5000 Nos |
| C | Internal dimensions | Reference to Annexure-I |
| D | Specification of Kraft Paper for Top Liner | Reference to Annexure-I |
| E | Specification of Kraft Paper for four liners | Reference to Annexure-I |
| F | Specification of Kraft Paper for plates | Reference to Annexure-I |
| G | Name of Std. Paper mill (taken as reference) for Top Liner | |
| H | Name of Std. Paper mill (taken as reference) for other liners | |
| I | Name of Std. Paper mill (taken as reference) for plates | |
| J | Raw Material Price of Kraft Paper - Top Liner (Rs./MT) | |
| K | Raw Material Price of Kraft Paper- other Liners (Rs./MT) | |
| L | Raw Material Price of- Kraft Paper- Plates (Rs./MT) | |
| M | Total Wt. of Carton including seperators as per B/L specification | 600 Gms [Minimum] |
| N | Total Wt. of Carton including seperators as per Vendor specification | NA |
| O | % input of Kraft paper per carton (Top Liner) | |
| P | % input of Kraft paper per carton (other Liners) | |
| Q | % input of kraft paper per carton (plates) | |
| R | Raw Material Cost per carton | |
| S | Conversion cost per carton | |
| T | Total Basic Price | |
| U | Transportation charge | |
| V | Excise Duty (%) | |
| W | Excise duty Value | |
| X | VAT (%) | |
| Y | VAT Value | |
| Z | CST (%) | |
| Za | CST Value | |
| Zb | Octroi | |
| Zc | Total Price of Carton | |
| Zd | Less Excise amount | |
| Ze | Less Sale Tax amount | |
| Zf | Entry Tax % | |
| Zg | Entry tax amount | |
| Zh | Net Landed Value | |
| Zi | Validity of Offer | |
| Zj | Rate of additional Art work development (beyond specified nos) | |

M. S. L.

Note: The Price quoted above on first page of Annexure-II is

- 1) Based on the carton wt specified by BL
- 2) Inclusive of printing, sticker affixing charges (if any) and also loading/unloading charges at both ends

(Authorised Signatory)

Date & Place:

Handwritten signature