

BALMER LAWRIE & CO. LIMITED.
SBU :GREASES & LUBRICANTS
P-43, HIDE ROAD EXTENSION
KOLKATA – 700 088.

PHONE NO. 033 – 24505 320 , FAX NO. 033 – 2439-5160 / 2277
E-mail ID ghosh.subimal@balmerlawrie.com

GLK/TE17/010 E-PROCUREMENT TENDER ENQUIRY
Dated 08.04.17

Due on 18.04.17 at 15:00 Hours IST

M/s _____

Dear Sirs,

Please send your **ON LINE** offer for supply of 10 MT +/-5% of **Coconut Oil[NON EDIBLE VARIETY]/ REFINED PALM KERNAL OIL [RPKO]Non Edible Variety**, The tender comprises General Conditions of Contract (GCC) for vegetable oils & fats and Specific Conditions of Contract (SCC) as noted hereunder. GCC and SCC shall be read together and are complementary to each other. BL reserves the right for procurement of either Coconut Oil Non Edible Variety or Refined Palm Kernal Oil considering price, quality offered by the vendors.

(A) General Condition of Contract

The provisions of GCC shall be as enclosed herewith.

(B) SPECIFIC CONDITIONS OF CONTRACT

1.0 TECHNICAL SPECIFICATION: Please refer to Annexure - I

2.0 VALIDITY OF THE OFFER

Your offer shall be valid for minimum 10 working days from the due date.

3.0 DELIVERY SCHEDULE

Delivery : Immediate

4.0 PRICE DETAILS

4.1 Bidder shall submit FOR, BL-Factory price clearly specifying basic price, excise duty, education cess, VAT /CST, freight charges, if any.

4.2 The price quoted shall remain firm till execution of the order.

5.0 PAYMENT TERMS

30 days from the date of acceptance of the material after quality inspection by our Quality Assurance (QA) Department.

6.0 QUALITY & ACCEPTANCE OF THE MATERIAL

The successful bidder must ensure the quality and no deviation from the enclosed specifications shall be entertained. The testing done at our QA Department shall be final and binding on the supplier.

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 product from alternate sources, at the risk and cost of the supplier without further intimation to the supplier.

8.0 EARNEST MONEY DEPOSIT (EMD) & SECURITY DEPOSIT (SD)

EMD of Rs. 15,000/- by Pay Order/Demand Draft from Schedule "A" Bank drawn in favour of Balmer Lawrie & Co. Ltd. shall be submitted with the bid. Bid not accompanying with EMD shall be rejected. EMD of unsuccessful bidders will be released after finalization of order. The EMD amount of successful bidder shall be converted into Security Deposit. SD will be released after 10 days of successful completion of the order. No interest shall be payable for EMD/SD.

Public Sector Undertakings / Enterprises and registered SSI/ NSIC/MSME vendors are exempted from payment of earnest money deposit. However, registered Small scale units should enclose a copy of their valid registration certificate to make their bid eligible for consideration

9.0 PRICE REDUCTION FOR DELAYED DELIVERY

Delivery is the essence of the order. In case of delay in execution of the order beyond contractual delivery schedule as stipulated in the enquiry, BL at its option may accept the delayed delivery on price reduced by sum equivalent to one percent (1%) of the value of goods not delivered per week or part thereof delay subject to a maximum of ten percent (10%) of the order value.

10.0 FORCE MAJEURE

Any delay in or failure of the performance of either party hereto shall not constitute default hereunder or give rise to any claims for damage, if any, to the extent such delays/failure of performance is caused by occurrences such as Acts of God or an enemy, expropriation or confiscation of facilities by Governmental Authority, acts of war, rebellion, sabotage or fires, floods, explosions, riots, or strikes. The Vendor shall keep records of the circumstances referred to above and bring these to the notice of BL in writing within three days of occurrence of the event. The amount of time, if any, lost on any of these counts shall not be counted for the contract period. Such a determined period of time lost shall be extended by BL to enable the Vendor to deliver the items within such extended period of time.

Thanking you,

Yours faithfully,
f/Balmer Lawrie & Co. Ltd

[S.GHOSH]
Executive (Materials)
Encl : as above.

CONDITIONS FOR ONLINE BID SUBMISSION

Procedure For Bid Submission

The bidder shall submit his response through bid submission to the tender on eProcurement platform at <https://balmerlawrie.eproc.in> by following the procedure given below. The bidder would be required to register on the e-procurement market place at <https://balmerlawrie.eproc.in> and submit their bids online. No offline bids shall be entertained by the Tender Inviting Authority. The bidders shall submit their eligibility and qualification documents, Technical bid, Financial bid etc., in the standard formats prescribed in the Tender documents, displayed in eProcurement web site. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., if required, in support of their eligibility criteria/technical bids in the eProcurement web site. However, bulky documents need not be scanned and uploaded but physical copy of the same should be sent to the Tender Inviting Authority office before the tender opening date. The bidder shall sign on the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.

Registration with eProcurement platform:

For registration and online bid submission bidders may contact HELP DESK of M/s C1 India Pvt., Ltd., or they can register themselves online by logging in to the website <https://balmerlawrie.eproc.in>

Digital Certificate authentication:

The bidder shall authenticate the bid with his Digital Certificate for submitting the bid electronically on eProcurement platform and the bids not authenticated by digital certificate of the bidder will not be accepted on the eProcurement platform. All the bidders who do not have Digital Certificates need to obtain Digital Certificate. They may contact Help Desk of C1 India Pvt Ltd.

M/s C1 India Pvt Ltd.
C104, Sector 2 Noida-201301
Contact person:
Ritabrata Chakraborty (Kolkata), +91 9748708094
Email: ritabrata.chakraborty@c1india.com

Submission of Hard copies:

After submission of bid online, the bidders are requested to submit the demand drafts /Bank Guarantee towards tender fees and / EMD along with other documents as required, to the Tender Inviting Authority before opening of Techno-commercial /Unpriced bid. The bidder shall furnish the original DD / Bank Guarantee and 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 / 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.

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 E-Procurement platform. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

Bid Submission Acknowledgement:

The user should complete all the processes and steps required for bid submission. The successful bid submission can be ascertained once acknowledgement is given by the system through bid submission number after completing all the processes and steps. Tender Inviting Authority and C1 India Pvt. Ltd. will not be responsible for incomplete bid submission by users. Users may also note that the incomplete bids will not be saved by the system and are not available for the Tender Inviting Authority for processing.

Before uploading scanned documents, the bidders shall sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness / authenticity

