

BalmerLawrie & Co. Ltd. Container Freight Station, [Chennai]

Tender No : BLC/CFS/Weighbridge AMC/02



BALMERLAWRIE & CO. LTD.

CONTAINER FREIGHT STATION

[No.32, Sattangadu Village, Manali, Chennai-600068

Phone No 25941813 /25942557, Fax No. 25941863

E-mail: shankar.vb@balmerlawrie.com

CIN - L15492WB1924GOI004835

TENDER NO: BLC/CFS/Weigh bridge AMC /02

Dt.24.04.17

Tender Document for

Comprehensive AMC of 80 MT capacity weigh bridge

DUE DATE & TIME: [08/05/2017 at 14:00 Hrs]

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NOTICE INVITING TENDER

M/s. BALMER LAWRIE &CO.LTD., invites sealed offers from reputed & experienced vendors for Comprehensive Annual Maintenance of 80 MT capacity weigh bridge at our Container Freight Station, Manali, Chennai 68.

The Single bid tender document may be downloaded from our website www.balmerlawrie.com or obtained from our office at the address given above during the normal office hours.

Tender in a sealed envelope super scribing TENDER NO.BLC/CFS/Weigh bridge AMC/02 Dt.24.04.2017 "Tender for AMC of weigh bridge " shall be dropped in our tender box or to be sent by courier/ Speed Post to the given address before 14.00 hrs of 08.05.17 with covering envelope addressed to:

THE CHIEF MANAGER
BALMER LAWRIE & CO.LTD
CONTAINER FREIGHT STATION
MANALI, CHENNAI 600 068

S.No	Description	Details
1	Name of Work	Comprehensive Annual Maintenance of 80 MT capacity weigh bridge
2	Tender No	BLC/CFS/ Weigh bridge AMC/02
3	Validity Of Offer	30 days from the date of opening the tender
4	Contract Period	1 year w.e.f. 01.07.17
5	EMD	Rs.3000/-
6	Submission of Tender :	
	a. Starts on	25.04.2017
	b. Closes on	08.05.2017 at 14.00 Hrs
7	Opening of Tenders	08.05.2017

1. LIST OF DOCUMENTS TO BE UPLOADED

The scanned copies of following documents should also be uploaded at appropriate link in our e tendering system as part of the technical/commercial bid submission

- a. Power of Attorney authorizing the person who has signed the tender to act and sign on behalf of the company.
- b. Certificate of registration/incorporation in the case of Pvt Ltd/Public Ltd Company /certified copy of / partnership deed in the case of LPP/Partnership firm/ any document under the relevant Rules / laws if the firm is a proprietorship firm.
- c.. Income Tax PAN Number.
- d.. Service Tax Registration number
- e. Chartered accountant's certificate or Audited / Certified Balance sheet and Profit and Loss account of tenderer's company for last three years

2. VERIFICATION OF DOCUMENTS

- a. Tenderers or their authorized representative will be required to come to our office positively as intimated along with all original documents, towards ascertaining their qualification.
- b. Failure on part of the tenderer to report on specified date and time for proper verification may result in rejection of the tender submitted by them without further communication.
- c. Tenderer should be in a position to produce all the original documents and/or any other information on dates as intimated or as and when required by Balmer Lawrie.
- d. Incomplete Tenders are liable for rejection without any further communication to the tenderer and decision of Balmer Lawrie in this respect will be final.
- e. Any party submitting the false or forged documents may be Black Listed, EMD could be forfeited, work could be cancelled, criminal prosecution or any other action as deemed fit may be initiated.
- f. Balmer Lawrie reserves the right to reject any or all tenders without assigning any reasons whatsoever.

SPECIAL INSTRUCTIONS TO THE BIDDER

Tenderers are advised to download Notice Inviting Tender along with other tender documents from Balmer Lawrie website www.balmerlawrie.com or the same can be obtained from our office at the address given above during the normal office hours. Interested parties have to submit an interest free EMD of Rs. **[3000/- (Rupees Three thousand only)]** by Demand Draft/Pay Order at our above address. The DD/PO for Tender Fee and EMD should be drawn in favour of BALMER LAWRIE & CO LTD on any Scheduled Bank, payable at **[Chennai]**. Offer submitted without EMD will be rejected. However, submission of EMD would be exempted for Small Scale Units registered with National Small Industries Corporation (NSIC) & Micro, Small and Medium Enterprises (MSME) on submission, of valid copy of registration certificate. The physical original instruments/drafts should reach our above address prior to due date and time. The physical original instruments/drafts should reach our above address prior to due date and time.

Only those vendors who are registered with our Company would be considered for issuance of tender form directly/ acceptance of the tender. The parties who are not registered with us, are requested to get the registration done by collecting requisite vendor registration form from our office prior to submission of tender. Once the registration process is completed, the said vendor would be able to submit their bid.

Special Note

- Bids can only be submitted before the last date and time of submission as per the date and time mentioned in the tender document. Resubmission (if required) of bid should be completed within the stipulated date and time.
- Bidders are advised in their own interest to ensure that bids to be submitted well before the closing date and time of bid.
- Balmer Lawrie does not take any responsibility in case bidder fails to submit within specified time of tender submission.
- Balmer Lawrie will not be responsible for any delay under any circumstances for non-receipt of Tenders/ submission of filled in tender documents by due date & time.
- Bidders are requested to provide correct "e-Mail address" and "Mobile No." for receiving updates related to tender from time to time.
- The bidder has to keep track of any changes by viewing the Addendum/Corrigendum issued by the Tender Inviting Authority on time-to-time basis in BL website. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

1. Filling of Tender Documents

- 3.1 The tenderers are requested to carefully study all the terms and conditions mentioned in the tender document before quoting their rates.
- 3.2 The tender must be strictly in accordance with the terms and conditions and specifications laid out in the tender.
- 3.3 Any terms and conditions given by the tenderer in their offers will not be binding on Balmer Lawrie.
- 3.4 The sole proprietor or authorised representative shall sign all documents that needs to be submitted. When the person signing the documents is not the sole proprietor / authorised representative of the company, the Power of Attorney authorizing such person to act and sign on behalf of the company must be produced on for verification by Balmer Lawrie.

SCOPE OF WORK

Work covered in this tender document shall generally be as detailed herein below. However, contractor shall be responsible to complete the work in all respects and in doing so provide/supply all facilities which may not be covered explicitly herein below but nevertheless are required to complete the work envisaged with the exception of only such items as have been specifically excluded from vendor's scope.

The successful tenderer shall have to undertake the following work:

Detailed Scope of work:

Comprehensive Annual Maintenance of 80 MT capacity weigh bridge. The scope of work covers the following:

- a) During the AMC period, the service engineer has to visit our premises four times at a frequency of one visit in each quarter for carrying out preventive maintenance of weighbridge. Out of which one visit will be for overhauling and preparation of weighbridge for re-verification by Govt inspectors in accordance with Weights and Measures Act.
- b) Coordinating and Liasoning with Government authorities for getting the stamping done
- c) In addition to the above quarterly visits, the engineer have to attend all break-down calls on need basis
- d) Weigh bridge electronic components like Load cells, PCB in digitizer, junction box are covered in the scope of AMC and would be replaced at free of cost.
- e) Stamping fee and related expenses are to be covered in AMC.

Note: Necessary Standard test weights for carrying out the annual calibration test for weighbridge would be provided by us.

GENERAL TERMS AND CONDITIONS

1. Experience criteria

- a) The bidder should have 2 years experience in Annual maintenance of weighbridge ending 31st March 2017 (Please attach proof of purchase orders)
- b) Payment of EMD of Rs.3,000/-
- c) Should not have been blacklisted by any PSU / Govt. Department (a self-certification is required and should be attached)

2. Submission Of Bids

The Single Bid tender documents may be downloaded from our website www.balmerlawrie.com or obtained from our office at the address given above During the normal office hours. The rates are to be filled only as per given format.

3. Tender Opening

Bid will be opened as per due date mentioned in the Tender.

4. Acceptance of offers

- 4.1 Balmer Lawrie reserves the right to accept any tender in whole or in part or reject any tender or all tenders or place order for any quantity, less than or more than the tendered quantity, without assigning any reason thereof.
- 4.2 Bids of any tenderer may be rejected if a conflict of interest is detected between the bidders and Balmer Lawrie at any stage.
- 4.3 The overall L1 status will be determined by looking at the total value quoted by the bidder.
- 4.4 Balmer Lawrie is not bound to accept the lowest rate for any tender. Balmer Lawrie also reserves its right to allow Public Enterprises (Central / State) price / purchase / contract / service preference as admissible under the existing Government policy. The decision of Balmer Lawrie in this connection will be final.
- 4.5 Incomplete tenders, conditional tenders, tenders received late or tender not conforming to the terms and conditions mentioned in the Tender documents or not accompanied by the requisite Earnest Money Deposit (unless exempted under the terms of this Tender) will be rejected.

5. Negotiations

- 5.1 Balmer Lawrie reserves the right to negotiate with the Tenderer. Tenderer will have to attend the concerned office of Balmer Lawrie for negotiations/clarifications required from them, in respect of their quotations, without any commitment on the part of Balmer Lawrie.
- 5.2 In case of negotiation, the Tenderer should send the confirmation of outcome of such negotiation in writing so as to reach the concerned office of Balmer Lawrie within 3 days from the date of negotiation/ the time stipulated whichever is earlier. If the Tenderer fails to comply with this requirement Balmer Lawrie reserves its right to ignore their quotation at its discretion with the attendant remedies available to them.

6. Price Variation

- 6.1 The price should be firm and irrevocable and not subject to any change whatsoever even due to Increase in cost of materials, components and labour cost till the validity of the contract period.
- 6.2 The quoted rates shall be valid for a period of minimum 30 days from the date of opening the price Bid.

7. Notification of Award

Prior to the expiration of the period of Bid validity, BL will place purchase order or letter of intent on the successful bidder(s).

8. Earnest Money

Before the last date and time of bid opening, the bidder is required to submit at Chennai office (please refer Notice Inviting Tender) the EMD of Rs.3000/- (Rupees Three thousand only) by way of a bank draft payable at Chennai favoring Balmer Lawrie & Co Ltd. The EMD amount would be forfeited by Balmer Lawrie & Co Ltd in the event of the bidder's failure to perform the job order placed by the Company or lack of interest to perform the contract.

8. Contract Period

The AMC contract would be valid for one year w.e.f. 01.07.17. On satisfactory performance during the initial contract period, it may be extended as mutually agreed for further period of 1 year on the existing terms & conditions.

9. Safety

The bidders are strictly advised to follow all the safety aspects in attending to the said work. Under no circumstances Balmer Lawrie will be responsible for any kind of deviation in following the safety instructions by the bidder.

10. Payment Terms

- a) 50% payment of order value without stamping charges would be payable immediately on commencement of AMC.
- b) Balance 50% payment with stamping fee would be payable after six months of commencement of AMC.

11. Contact Person

For any clarification / Queries you may please contact R. Raghupathi, Chief Manager(CFS) or V. Bhavani Shankar, Senior Manager (Commercial) Balmer Lawrie & Co. Ltd., CFS, Chennai, Phone 044-25940643.

12. Sub-letting of Work

No part of the contract or any share or interest therein shall in any manner or degree be transferred, assigned or sublet by the contractor directly or indirectly to any person, firm or corporation without the consent in writing from Balmer Lawrie. In the event of contractor contravening the conditions, Balmer Lawrie shall be entitled to get the work done from other firm at the 'Risk & Cost' of the contract.

14. Arbitration

Any dispute or difference arising under this Contract shall be referred for adjudication at Kolkata to a Sole Arbitrator to be appointed by the Chairman & Managing Director, Balmer Lawrie & Co. Ltd. and the provisions of Arbitration and Conciliation Act, 1996 including any statutory modifications or enactment thereof shall apply to the Arbitration proceedings. The fees of the Arbitrator, if any, shall be shared equally by both the parties.

DECLARATION

Having examined the tender documents, we have understood the terms & conditions indicated in the Tender No :BLC/CFS/Weigh bridge AMC/02 and hereby confirm our acceptance of the same.

Place :

Signature of Tenderer

Date :

Name & Address

PARTICULARS OF THE TENDERER’S ORGANISATION

S. No	Description	Tenderers Details
1	Name of the Tenderer	
2	Address of the Registered Office	
3	Address of the branch / office quoting against the Tender	
4	Year of commencement of business	
5	Whether Sole Trader/ Partnership / Private Limited Co., or Public Limited Co. /LPP	
6	Registration No. (Under companies Act)	
7	Whether copy of Incorporation /Registration certificate from ROC(Registrar of company) uploaded	
8	Income Tax PAN no.	
9	Whether copy of PAN enclosed / uploaded	
10	Whether copy of latest Income Tax Return uploaded	
11	Service Tax Registration. No.	
12	Whether copy of Service Tax Registration certificate Uploaded	
13	Name of the Banker	
14	Whether registered under MSMED Act	
15	In case registered under MSMED provide registration number and copy of registration certificate.	
16	MSMED vendor must state whether they belong to SC/ST Category	

Price Bid

Sub: Tender for Comprehensive Annual Maintenance of 80 MT weighbridge

Tender Ref No.BLC/CFS/Weighbridge AMC/02 dt.24.04.17

Sl No	Description of work	Amount
1	Towards carrying out comprehensive annual maintenance contract of 80 MT capacity weigh bridge covering four quarterly visits in a year in addition to the breakdown calls on need basis and free replacement of load cells, PCB in digitizer and junctions box.	
2	Stamping expenses	
	Net Amount	
	Service Tax @	
	Total Amount	

Date:

Signature of Tenderer with Seal

Place:

Name & Address

Telephone No