

Balmer Lawrie & Co. Ltd
(A Government of India Enterprise)
Human Resource Department
Manali, Chennai 600068
Phone : 25946500, Fax : 25946539
SINCE 1867 Website : balmerlawrie.com
(Regd Office : 21, Netaji Subhas Road, Kolkata 700 001)

Ref : BL/AS/MAN/AC/LT/201718/0011

Date : 01.06.2017

**NOTICE INVITING TENDER
FOR SUPPLY AND INSTALLATION OF AIRCONDITIONES**

Scope of work

Balmer Lawrie & Co Ltd. Is a Government of India Enterprise under the Administrative control of the Ministry of Petroleum & Natural Gas. We intend to award a contract for supply and installation of Airconditioners for our Manali/Teynampet offices as per specification given in the tender

Taxes & Duties

Service Taxes/duties as applicable should be included in the rate quoted by the tenderer.

Earnest Money deposit

Offer should be accompanied by a Demand Draft for Rs.3000/- (Rupees three thousand only) towards Earnest Money Deposit executed by any Scheduled Bank drawn in favour of Balmer Lawrie & Co. Ltd payable at Chennai

Pre-qualification requirement

- 1.** The agency should supply the tendered items strictly as per specification mentioned in the tender.
- 2.** Possession of PAN.
- 3.** Possession of CST/GST Registration
- 4.** Submission of EMD of Rs. 3000/- by DD.
- 5.** The party has to quote for all the items
- 6.** Copy of dealership certificate, if applicable

The agency who quote overall L1 rate shall be awarded the contract.

OUR REQUIREMENT

We have requirement of following Airconditioners for our Manali Factory and Teynampet office:

6 Nos 2.0 Tonne and 3 Nos 1.5 Tonne AC at Manali
1 No. 1.5 Tonne and 1 No 1.0 Tonne AC at Teynampet

Supply, installation, testing & commissioning of Split Unit with Indoor & Outdoor unit with 100% copper condensor coil, job complete all related works for the following nominal capacities. The price shall be inclusive of Stabilizer suitable for the AC, outdoor Stand, 4 RM approx of copper pipes for both liquid & suction line each along with electrical cable 4 core 2.5 sqmm copper cable`

2.0 tonne Split Airconditioner (5 star rated) : 6 Nos
1.5 tonne Split Airconditioner (5 star rated) : 4 Nos
1.0 tonne Split Airconditioner (5 star rated) : 1 No

All the ACs outdoor unit should be 100% copper condensor coil.

(1)Offer should be F.O.R. Manali/Teynampet, door delivery basis as per format given in Annexure-1. Offer should have clear details on sales tax, service tax if any applicable, delivery charges etc. Delivery charges shall be included in the rate. **Terms like 'extra' or 'at actual' will lead to rejection of offer.**

The agency should also quote rate for copper coil per meter

In case the tenderer is a dealer/distributor for the items offered, a copy of dealership/distributorship certificate should be enclosed along with the offline bid, otherwise the offer will be rejected.

Validity of offer

Tenderers shall keep their offer valid for acceptance for a period of 60 days from the due date of submission of tender

The due date for submission of offer in the e-portal is on 16th June 2017

The tender details are also available at our Company's website www.balmerlawrie.com

Payment terms

Payment shall be made within 7 days of supply and installation of all items

Conditions /procedure for online bid submission

The bidder would be required to register on the e-procurement market place <https://balmerlawrie.eproc.in> and submit their price bids online. **No offline price bids shall be entertained by the Tender Inviting Authority.** The bidders shall submit their price bid displayed in e Procurement web site. The bidders shall submit copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids to the Tender Inviting Authority office before the tender closing date. The bidder shall sign on the statements, documents, certificates, owning responsibility for their correctness/authenticity.

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 e-procurement website. The bidders shall upload the scanned copies of all the relevant certificates, documents, etc in support of their eligibility criteria/technical bids in the e-procurement website. However, bulky documents need not be scanned and uploaded but physical copy of the same should be sent to our Manali, Chennai office so as reach before the due date and time of the tender. The bidder shall sign on the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.

1. Registration with e-procurement platform

For registration and online bid submission bidders may contact HELP DESK of M/s C1 India P Ltd (Mr. Sivakumar (Chennai), mobile no. +91 9042773377, e-mail id : sivakumar@c1india.com, Mr Tuhin Ghosh, mobile : +91-8981165071, email : tuhin.ghosh@c1india.com, Mr Tirtha Das, mobile : +91-9163254290 email : tirtha.das@c1india.com, Mr Ujjal Mitra, mobile : +91-8986678058, email : ujja.mitra@c1india.com) or they can register themselves online by logging in on the website <https://balmerlawrie.eproc.in>. Vendors need to get themselves registered online as above to participate in tender.

2. Digital certificate authentication

The bidder shall authenticate the bid with his Digital Certificate for submitting the bid electronically on e-procurement platform and the bids not authenticated by digital certificate of the bidder will not be accepted on the e-procurement platform.

All the bidders who do not have digital certificate need to obtain Digital certificate. They may contact help desk of C1 India P Ltd.

3. Corrigendum to tender

The bidder has to keep track of any changes by viewing the addendum/corrigendums issued by the tender inviting authority on time to time basis in our website www.balmerlawrie.com and our e-procurement platform <https://balmerlawrie.eproc.in>. The company inviting tender shall not be responsible for any claims/other issues arising out of this.

4. Bid submission acknowledgement

The user should complete all the processes and steps required for bid submissions. The successful bid submission can be ascertained once acknowledgement is given in the system through bid submission number after completing all the process and steps. C1 India is not 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 scanning the documents for uploading, the bidders shall sign on all the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.

5. Submission of tender document

All the pages of this tender document has to be signed by the vendor with your company official seal/stamp.

BL expects bidders' compliance of bid document without any deviation. Deviation if felt absolutely necessary in respect of terms and conditions/quality should be mentioned in the deviation sheet as per format of the tender documents and furnished along with the submission of offline tender documents. BL shall not take cognizance of any deviation stipulated elsewhere in the bid. The deviations, if mentioned, are subject to approval by BL.

The bidder shall furnish the Demand Draft towards EMD to the tender inviting authority before bidding so as to reach before the due date and time of the tender either personally or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of the bidder. The company shall not take any responsibility for any delay or non-receipt. If any of the documents furnished by the bidder is found to be false/fabricated/bogus, the bidder is liable for blacklisting, forfeiture of the EMD, cancellation of work and criminal prosecution.

5. Deactivation of bidders

The offer of bidders failing to submit the EMD and hard copies of documents as required to the tender inviting authority on or before the stipulated due date & time will be rejected.

6. Tender documents

The bidder is requested to download the tender documents and read all the terms and conditions mentioned in the tender document and seek clarification if in doubt from the tender inviting authority.

7. Such uploaded documents need to be attached to the tender while submitting the bids on line.
 - a) The bidders should furnish hard copies of all the uploaded documents.

Disclaimer clause

Neither the company (Balmer Lawrie & Co Ltd) nor the service provider is responsible for any failure or non submission of bids due to failure of internet or other connectivity problems or reasons thereof

GENERAL

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 blacklisting, forfeiture of the EMD, cancellation of work and criminal prosecution. BL reserves the right to accept any tender in whole or split the order or reject any or all tenders without assigning any reason.

BL shall not be bound to accept the lowest tender and reserves the right to accept any or more tenders in part. Decision of BL in this context shall be final and shall be binding on the bidders.

PRICE BID TO BE UPLOADED ON LINE ONLY

SUBMISSION OF OFFLINE PRICE BID WILL DISQUALIFY THE BIDDERS PARTICIPATION IN THE TENDER.

TENDER DOCUMENT submission

Your offline document (excluding price bid) shall comprise the following :-

- A covering note in your letter pad
- EMD for Rs 3000/- by DD
- Chapter-I duly filled in, signed with seal
- Chapter-II duly signed with seal in all the pages
- Relevant copies of certificates/registration etc as per prequalification requirement.

Your offline tender comprising all the above documents shall be kept in a sealed envelope superscribed as “quotation for “Supply of AC” and should reach the undersigned at the following address on or before 16th June 2017

Chief Manager (HR)-SR
Balmer Lawrie & Co. Ltd
32 Sattangadu Village, Manali
Chennai 600068
Phone : 044-25946540, Fax : 044-25946539, e-mail : barman.sd@balmerlawrie.com

For Balmer Lawrie & Co. Ltd

S D Barman
Chief Manager (HR)-SR



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There shall not be any case or charge under investigation/enquiry/trial against the bidder, nor convicted in a court of law nor suspended / black listed by any organisation on any grounds.

Balmer Lawrie reserve the right to use inhouse information for assessment of capability of bidders. The decision of Balmer Lawrie regarding tender shall be final and conclusive.

If the performance of the bidder is/has been found to be unsatisfactory for any reasons whatsoever, in any organisation including Balmer Lawrie, then Balmer Lawrie reserves the right to reject the bids submitted by such bidders.

Joint venture/consortium basis offers shall not be accepted.

Bidders shall ensure submission of complete information/documents at the first instance itself. Balmer Lawrie reserves the right to complete the evaluation based on the details furnished by the agencies without seeking any subsequent additional information. Bids not in compliance with tender conditions or with incomplete information/documents are liable for rejection.

- 1) The Company has the right to reject all or any offer without assigning any reason whatsoever. All decisions of the company in these regards shall be final.
- 2) The Agency shall provide quality service, in the event of any deterioration in the quality of service, about which the company will be the sole judge, the company reserves the right to cancel the order immediately.
- 3) **The offer should be accompanied by an Earnest Money Deposit of Rs.3000/- in the form of Demand Draft favoring Balmer Lawrie & Co. Ltd drawn on any scheduled bank and made payable at Chennai. Payment in any other form will not be accepted.**

- 4) The Agency shall also indemnify the company from any claim, loss, damage etc. in respect of the contract awarded to him by the company. The Agency shall have to keep Balmer Lawrie fully indemnified for and against all claims, costs, charges to which Balmer Lawrie may be subjected and all the expenses to which the Company shall be put in respect of personal injuries to employees of the Agency arising out of or occasioned during the contract period in respect of personal injuries to employees of the Company and to any outsider during the course of execution of this contract. This indemnity bond shall be in addition and not in lieu of any indemnity to which the Company may be entitled by law.
- 5) The Agency shall be fully responsible for the successful completion of the supply as per the terms contained herein. Any contravention of the conditions will lead to cancelation of the order. The Agency shall be responsible for the consequences arising out of such termination.
- 6) Any sub-contract or subletting to a sub-Agency [s] by the successful Agency shall not be permitted.
- 7) The last date for submission of tender is 16th June, 2017

The above terms and conditions duly signed by the bidder will form part of the offer and as acceptance of the contract and therefore inalienable for the contract.

Tender would be rejected if the price is quoted in techno-commercial bid. No techno commercial document should be attached with priced bid.

The bidder shall sign the terms and conditions and should enclose the same with the offer as token of acceptance of the terms and conditions and they shall form part of offer and acceptance of the contract and therefore inalienable from the contract.

Bids of those bidders which are meeting the above qualifying requirements shall be taken up for detailed evaluation

ARBITRATION

Any dispute or difference under this Contract shall be referred for adjudication at Kolkata to a sole arbitrator to be appointed by the Chairman Managing Director of 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 paid equally by both the parties.

Canvassing in any form by the agency himself or by any other agency on their behalf may lead to disqualification of their bid. Clarification if any can be obtained from Chief Manager (HR)-SR through phone : 044-25946540/ fax no : 044 25946539

Date

Name and signature of the tenderer
With company seal



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**TENDER NO. FOR SUPPLY AND INSTALLATION OF AIRCONDITIONERS
INCLUDING STABILZERS**

CHAPTER – II – UNPRICED BID

Name of the party :

Address in full for communication :

Contact person name & mobile no :

Telephone no. :

e-mail address :

Mobile no. :

PAN No.

GST Registration No

Service Tax Regn No

Whether Manufacturer/Dealer

If dealer, enclose copy of dealership certificate

EMD Details : DD No. _____ Date _____ Amount _____

Bidder to note that non-submission of relevant supporting documents will lead to rejection of their bid. It shall be ensured that all relevant supporting documents are to be submitted along with their bid in the first instance itself.

Date

Signature of the tenderer
(with official seal)

PRICE BID FOR AIRCONDITIONERS

Ref : BL/AS/MAN/AC/LT/201718/0011

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Rate for Supply, installation, testing & commissioning of Split Unit with Indoor & Outdoor unit with 100% copper condensor coil, job complete all bye works for the following nominal capacities. The price shall be inclusive of Stabilizer suitable for the AC, outdoor Stand, 4 RM approx of copper pipes for both liquid & suction line each along with electrical cable 4 core 2.5 sqmm copper cable, delivery, taxes, etc

<u>Sl No</u>	<u>Description</u>	<u>Qty</u>	<u>Make of AC</u>	<u>Rate(Rs) per unit</u>
1.	Supply and installation of 2.0 T (5 Star) AC including stabilizer, at Manali as per tender documents	6 nos		
2.	Supply and installation of 1.5 T (5 Star) AC including stabilizer, at Manali as per tender documents	3 nos		
3.	Supply and installation of 1.5 T (5 Star) AC including stabilizer, at Teynampet as per tender documents	1 no.		
4.	Supply and installation of 1.0 T (5 star) AC including stablizer, at Teynampet as per tender documents			
5.	Rate for copper pipe per peter for Teynampet office	30 meter		
