



**Balmer Lawrie & Co. Ltd.**

**(G & L- Kolkata)**

**(A government of India Enterprise)**

**P-43, Hide Road Extension, Kolkata-700 088.**

**Phone- (033) 2450 5350, Fax- (033) 2439 2277, E-mail: [jaiswal.r@balmerlawrie.com](mailto:jaiswal.r@balmerlawrie.com)**

**TENDER ENQUIRY**

**Tender No.: GLK/TE17/136**

**Date: 21.08.2017**

**Due date: -01.09.2017 up to 18:00 hrs**

Dear Sirs,

**Sub: Fabrication and Supply of 3-Wheel Drum Trolley: 3 set**

Sealed offers are invited for the fabrication (with material) and supply of 3-wheel Drum Trolley **from Kolkata based vendors only** as per **General terms & conditions** and **Price Schedule** attached in Annexure-A & B respectively.

Your offer, complete in all respect furnishing above details should be submitted to us on or before the due date.

Thanking you,

Yours faithfully,  
For Balmer Lawrie & Co. Ltd.

Encl.: As above



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## Annexure-A

### 1.0.0 General Terms & Conditions

#### 1.1.0 Instruction to Tenderers:

- 1.1.1 Before filling up, the complete Tender Specification should be read properly. Avoid overwriting while filling the tender papers. The tender document may also be downloaded from our web site [www.balmerlawrie.com](http://www.balmerlawrie.com) within the due date of the tender.
- 1.1.2 If the tenderer find any discrepancy, omission, ambiguity or conflict in or among the documents forwarded or be in doubt as to their meaning and interpretations, such matter shall be brought to the attention of the company (Balmer Lawrie & Co. Ltd.), at least four days before prior to the date of filling/submission of the Tender.
- 1.1.3 Tenderer shall visit the site and make them thoroughly acquainted with the nature and requirements of the item. Only the successful bidder will be allowed to take the dimension & drawing of the sample/item.
- 1.1.4 Tender must contains any other information / enclosures as may be needed to complete the schedule job in all respect on a separate page/sheet under 'schedule of deviations'.
- 1.1.5 **Submission of tender will be the conclusive evidence as to the fact that the tenderer has fully satisfied themselves as to the nature and scope of the work, site conditions, General terms & conditions and all other factors, affecting the performance of the contract and the cost thereof.**
- 1.2.0 **Submission of offer:** - Bidder shall submit their sealed offer in a single bid/envelope, *superscripting the envelope with tender no., date & due date* along with following enclosures-
- 1.2.1 Covering letter with reference no. & date
- 1.2.2 Acknowledgment of General Terms & Conditions
- 1.2.3 Schedule of deviations sheet [deviation /additional item/service as identified by vendor during his site visit]
- 1.2.4 Price schedule (**annexure-B**)
- 1.3.0 **Selection & placement of offer:** A tenderer must have to quote for all the items/heads under supply Balmer Lawrie & Co. Ltd. reserve the right to reject/accept all or any offer(s) without assigning any reason whatsoever. Purchase/work order will be placed on a single **technically & commercially qualified vendor**, whose total price of entire job **stands lowest**.
- 1.4.0 **Jurisdiction:** - All disputes are subject to Kolkata jurisdiction.
- 1.5.0 **Job completion Period:** -The expected completion period of entire job should be **30** days from the issue date of Purchase Order (PO) or LOI which ever is earlier. However, the short/early completion period quoted by bidder for the job(s) may be preferred. The job shall be carried out at our works at **P-43, Hide Road Extension, Kolkata-700088** in phase manner as per convenience of site.
- 1.6.0 **Liquidated damages:** -Vendor shall be liable to pay liquidated damages for the following:
- 1.6.1 Failure to complete the required job as per PO and handing over to BL within the scheduled period. In such case, vendor shall be liable to pay liquidated damages @ 0.5% of job contract value per week or part thereof subject to a maximum of 5.0%.
- 1.6.2 Any damage caused to the property and/or machinery (including its any part) of BL, directly and/or indirectly incidental to and connected with the execution of the work-In such case the loss shall be assessed by BL and vendor shall be liable to indemnify the value of such damaged property and/or machinery.
- 1.7.0 **Price schedule:** - The price shall be quoted as per specified format given in Annexure-B. The price must be quoted for all the items/head of annexure-C to complete the job in all respect because no escalation in price/value shall be allowed after placement of the order or during the execution of work.
- 1.8.0 **Payment terms:** -: 90 % of supply PO value within 30 days after completion of the job, 10 % of PO Value shall be kept as retention money & will be released after completion of guarantee period without any interest or against submission of performance bank guarantee.
- 1.9.0 **Performance Bank Guarantee (PBG):** - For an amount of 10% of the PO shall be submitted as PBG. PBG shall be furnished in specified format and shall be valid for the guarantee period.
- 1.10.0 **Guarantee Period:** -12 (Twelve) months from the date of successful completion & acceptance of the total PO job from the date of its completion and 'site-handover' to BL. During this guarantee period the performance of the job has to be in line with the expected / agreed quality as per tender/PO and if not then vendor has to rectify the same at **no extra cost to BL** and to the satisfaction of BL/tender.
- 1.11.0 **Validity of offer:** - The offers shall remain valid for a period of 60 days from the due date of the tender.
- 1.12.0 **Working days & hours:** - All work required to be carried at BL's site, shall be done only during working days between 8:30 am. To 5:00 pm.



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## Price schedule

Annexure-B

2.0	Description	Qty.	Unit	Unit rate	Amount (₹)
2.1	Ex-work price for the Fabrication ( with materials) and supply of 3-wheel Drum trolley identical similar to our existing trolley in operation. The MOC of wheel -CI and rest parts of MS.	3	Set		
2.2	Delivery charges (on door delivery basis including loading & Unloading)				
2.3	GST [HSN code:.....]			@ .....%	
2.4	<b>Total Cost committed</b>				
2.5*	Delivery period : applicable as per 1.5.0				
2.6*	Availability of after sales service at Kolkata :-				
2.7*	Liquidated damage : applicable as per 1.6.0				
2.8*	Payment terms : applicable as per 1.7				
2.9*	Guarantee/Warrantee : applicable as per 1.10.0				
2.10*	Validity of offer : applicable as per 1.11.0				

Note: \* for your acceptance & confirmation.

Vendor's company:

Contact Person :

Contact Number :

Signature with official stamp