

BALMER LAWRIE & CO. LTD

A GOVERNMENT OF INDIA ENTERPRISE

SBU: Greases & Lubricants

SURVEY NO 201/1 SAYLI SILVASSA-396230

GLS/TE17/119 Dt 8/12/17

TENDER ENQUIRY

Due on 18/12/17

till 5.00 PM

M/s _____

Dear Sir

Subject:- Online "e" bidding for supply of printed 5 PR Corrugated Cartons for Packaging of Grease Pouches & Oil Pails on fixed price annual contract basis.

Balmer Lawrie & Co. Ltd. [BL] is a leading manufacturer of Greases & Lubricants in India. The company intends to procure 5 PR Corrugated Cartons with single color offset 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. Online bids are invited for supply of cartons as per the details given below:

1 PRODUCT SPECIFICATION & QUANTITY

Specifications: Please refer Annexure – I

Sr.No	Pack Size	Quantity [nos.]** (+/- 10%)	No. of Art works
1	100 gms [60 X 100 GMS	6000	1
2	200 gms [60 X 200 GMS	6000	1
3	6 Ltr [2 X 6 LTR]	8000	1

**Note: Qty's 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.

3. Earnest Money Deposit (EMD) and Security Deposit (SD)

Tender must be accompanied by EMD of Rs 5000/- [Rupees Five thousand only] by Bank Draft or Pay Order drawn in favour of Balmer Lawrie & Co. Ltd. Payable at Silvassa. No interest will be payable on EMD. Offers not accompanied with EMD will not be considered. Payment by cheque will not be accepted. The EMD will be returned to unsuccessful bidder within 7 days of placement of order. EMD of the successful bidder shall be converted into Security Deposit, if any.

Small Scale Units registered with National Small Scale Industries Corporation are exempted from payment of EMD. Small scale units registered with National Small Scale Industries Corporation should enclose a copy of their valid registration certificate to make their quotation eligible for consideration.



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.,
SURVEY NO. 201/1, SAYLI
SILVASSA-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**

ART WORK & PRINTING The cartons shall be printed in **single color offset printing** as per artworks 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 artworks [3 Artworks]**.

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 e- Tender. The price bid evaluation will be based on the net landed cost per carton which includes basic price, GST and Freight. No Development cost of artwork would be paid separately to the vendor



9. Basis of selection and Allocation:-

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 Basic Price , freight charges & GST component and order would be placed on lowest bidder on totality basis for all three packs.

10 Price escalation/ de-escalation:

This is fixed price annual contract so price escalation/de-escalation would not be considered during the contract period. Vendor has to take provision for the same in Basic Price only. We request you to quote accordingly.

13. 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:


Mr. Tuhin Ghosh (Kolkata), +91- 8981165071

Email: tuhin.ghosh@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 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.

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.

14 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.

15 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 ONLINE offer is 18/12/17 TILL 5.00 PM

f/Balmer Lawrie & Co. Ltd


SHOBHIT SRIVASTAVA
Manager-Purchase
Ph. No. 09898896501

ANNEXURE - I

ENCLOSURE TO OUR Tender Enquiry No: GLS/TE17/119 Dated 08/12/17 Due on 18/12/17			
S.NO.	DESCRIPTION	SPECIFICATION	
	SIZE	100 grams	200 grams
	APPROX. QUANTITY [Nos.]	6000	6000
		60 x 100 grams Auto Slotted Type (Self Partition)	60 x 200 grams Auto Slotted Type (Self Partition)
1	External Dimension [L x W x H]	465X 265 X 180 mm	470 X 290 X 245 mm
2	Material of Construction	5 Ply Corrugated	
3	Top Paper	180 gms. Golden Colour Craft Paper [BF 28]	
4	Liners [4 other papers]	150 gsm kraft paper (min. BF+22)	
5	Fluited Media	150 gsm kraft paper(min. BF+22)	
6	Type of Flute	Narrow (50 - 56 Flutes/Foot)	
7	Direction of Flute	Perpendicular to the base (Vert. along the stack)	
8	Type of Adhesive	Starch gum with dextrin base free of sodium silicate	
9	COBB Value [30 Min.]	140 gms / cm sq. [Max]	
10	Flute Height	2.0 - 2.8 mm	
11	Weight of each Carton	650 gms. +/-5%	850 gms+/- 5%
12	Bursting Strength	12 kg./Sq. c.m.	
13	Moisture Content[%]	8 +/-2%	
14	Printing	in single colour as per approved artwork	
15	Manufacturing Joints	Universal Flap [Single Joint]	
16	Nos. of Staples	According to Box Height [1 Inch gap]	
17	Nos. of pack/carton	60 Nos.	60 Nos.
18	Stack height to filled cartons	Shall not be more than 8 high (1+ 7 high)	
The dimensions mentioned above are indicative and may vary with +/- 10%, it is therefore necessary that successful bidders make get their Carton approved before commencing mass production.			

ENCLOSURE TO OUR Tender Enquiry No: GLS/TE17/119 Dated 08/12/17 Due on 18/12/17		Specification	Annexure-I [Page-2]
Cartons:		6 Ltrs	
Internal Dimensions [Length * Width * Height] mm		500 x 250 x 225	
Total substance [weight of each carton] excluding separator		655 gms (minimum)	
Number of separators		Nil	
Size of each separator		490 x 240	
Weight of each separator		45 gms	
Total Wt of Carton including separator		745 gms (minimum)	
No. of artworks	2 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 type with 150-185 flutes per meter, should conform to IS 2771 -1985		
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		
Compression strength –standard	260-300 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/ cm2		
Printing & Colour Scheme	Printing shall be only two colour offset as per the approved artwork and colour Phantone shades. Artwork for		
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 [%]	5 +/- 2%		
No. of artworks	As specified in Tender Clause No. 1		
Bursting Strength of Carton	For cartons: Minimum 12.5 +/- 1 Kg/ Sq Cm; For Plates: Minimum 4 Kg/ Sq Cm . As per IS 1060 (Part		
Box Fabrication	<ol style="list-style-type: none"> 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. 		

[Handwritten signature]