



BALMER LAWRIE & CO LTD.  
Container Freight Station  
P-3/1, Transport Depot Road  
Kolkata-700088  
Phone No. 24506816 / 24506818  
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**NOTICE INVITING TENDER**

TENDER . NO.: CFS-KOL/FURNITURE/17-18

DATE-11.12. 2017

**SUB: Making and Supply of Furniture at CFS, Kolkata-700088.**

Sealed tenders in Single Bid Physical form are invited from only Company's registered vendors having experience in Interior/Civil/Furniture making jobs for above subject works as per **Annex-I** and to quote bidders competitive price as per Price Schedule attached as **Annex-II**.

You are required to submit your complete offer in a sealed envelope super scribing the Name, due date of tender submission and your quotation complete in all respect should reach us latest by 3.00PM on 21/12/2017.

Thanking you.

Yours truly,

For Balmer Lawrie & Co Ltd

[Abhrajit Sett]  
Dy.Manager [Comm]

Note : Offer must be sealed envelope. Open offer or offer through Fax or email will not be considered.

## **ANNEXURE-I**

Sl. No	Description	Details
1	Name of Work	Making and Supply of Furniture at CFS, Kolkata
2	Tender No	CFS-KOL/FURNITURE /17-18
3	Validity Of Offer	60 days from the last date of submission
4	Completion Period	<b>90 days</b>
5	Downloading / Submission of Tender :	
	a. Starts on	<b>11.12.2017</b>
	b. Closes on	<b>21.12.2017 AT 3.00 P.M.</b>
6	Opening of Tenders	<b>On or after due date and time for submission.</b>

### **SCOPE OF WORK**

1. The scope of work comprises of making, supply and fitting of furniture tables and cabinets (as per BOQ enclosed) in room for Shipping Line at 1<sup>st</sup> floor back side of Administrative block at CFS Kolkata.

### **GENERAL TERMS AND CONDITIONS**

#### **2. Submission Of Bids**

- a) The bids should be submitted in single bid process Technical / Commercial Bid and Price bid.

#### **3. Tender Opening**

Unpriced and price bid will be opened as per tender calendar as it is a single bid.

#### **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 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.
- 4.4 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. 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 60 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 Indent on the successful bidder(s).

## **8. Completion Period**

Contract under this tender will be valid for 2(months) effective from the date of issuance of Work Order/LOI.

## **9. Payment Terms**

Payment will be released within 30 (Thirty) working days from the date of submission of invoice.

## **10. 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.

## **11 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 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.

## **12. General Safety, Security & Other Regulations**

The contractor will be responsible for ensuring proper conduct & behavior of the personnel deployed by him so as to maintain the laid down safety and security rules & regulations at BL-CFS, Kolkata. If the contractor's workers are engaged within the BL premises they will be governed by the labour laws and rules, Factory Acts and Rules and Balmer Lawrie & Co. Ltd. Safety / Security Rules as applicable. It shall be the responsibility of the Contractor to see that the statutory provisions are complied with.

## **13. Special Instruction**

In case of any query/clarification, the tenderer may contact our Dy. Manager (Comm.), Ph- 033-2450-6811.

**PRICE BID – BOQ**

<b>Sl. No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate</b>	<b>Amount</b>
1	Supply, Providing and fixing in position 1.5 feet width table units, along with walls of two rooms (As spaces are available) with 19 mm thick BWP block/Ply wood of reputed brand, outside finishing with 1 mm thick lamination of approved brand (Sunmica or equivalent quality), edge finishing with teak wood lipping, maximum vertical support spacing @ 5 feet, finishing with polish where required, job all complete by works, with materials, labour charges, transportation cost of materials (measurement taken for table based on top size only)	Sq. Feet	90.00		
2	Supply, Providing, making and fixing in position different sizes (in length, height and width – 18 Inches) of utility cabinets with single/double/multiple panel and shelves as required/directions), with 19 mm thick Ply wood of reputed brand, finishing with 1 mm thick laminate (Sunmica or green ply or as per our direction in required shades to be pasted outside of the unit/s, inside finished with required shelves with good quality spirit polish, finishing with all required teak wood lipping, bids, melamine polish, all fitting arrangements, door handles, brass hinge, locks etc. job all complete by works, with materials, labour charges, all required tools & tackles, transportation cost of materials.	Sq Feet	60.00		

**We have understood the terms and conditions indicated in the tender enquiry no ..... dt ..... and confirm our acceptance of the same.**

**Date :**

**Signature :**

**Place :**

**Name :**