



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

TENDER ENQUIRY

Tender No. :GLK/TE17/263

Date: 22.12.2017

Due date: 01.01.2018 up to 18:00 hrs IST

Dear Sirs,

Sub: Repairing and refurbishment of agitator shaft and bush

Sealed offers in a single bid/ envelope are invited as per *General Terms & Conditions, Undertakings and Obligations of Contractor, Price Schedule* enclosed in annexure-A, B & C respectively.

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

Thanking you,

Yours faithfully,
For Balmer Lawrie & Co. Ltd.

(R. Jaiswal)
Executive (Mainetnance)

Encl.: As above



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 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 in advance and prior to the date of filling/submission of the Tender.
- 1.1.3 The required job is very much in 'Suit at site' nature hence tenderer shall visit the site and make them thoroughly acquainted with the nature and requirements of the work, facilities for access of materials, mode of transport and storage and removal unwanted material.
- 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 Price schedule (**annexure-C**)
- 1.3.0 **Selection & placement of offer:** A tenderer must have to quote for all the items/heads as mentioned in price schedule. 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 completion period of entire job should be **7-15 days** from the issue date of Purchase Order (PO) or LOI whichever is earlier. The job shall be carried out at our works at **P-43, Hide Road Extension, Kolkata-700088**.
- 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%.



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- 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 for all the items/heads in/as per specified format as in “Price Schedule” to complete the job in all respect. **No escalation in price/value shall be allowed after placement of the order or during the execution of work at site.**
- 1.8.0 **Payment terms:** -100 % within 30 days from the date invoice.
- 1.9.0 **Performance Bank Guarantee (PBG):** - Not required.
- 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. However, relaxation in working days/hours can be considered by BL, if the situation permits but solely in the discretions of BL.
- 1.13.0 **Factory Rule:** -Your engineers/ workmen have to abide by the BL factory rules and regulations. Only adult and skilled workmen shall be allowed to work in BL premises.
- 1.12 **Tender for registered vendor only:** The Responses/offer from registered vendors alone will be accepted and that other interested vendors have to register with the unit (Greases & Lubricants, Kolkata) and subject to such registration being confirmed, they would be considered for the subsequent Tenders.



Annexure-B

2.0.0 Undertakings and Obligations of Contractor

2.1.0 Man Power, Tools & tackles: Shall be arranged by the vendor.

2.2.0 Care of works

2.2.1 Proper care shall be taken during erection, commissioning and testing of the equipment to avoid damage to equipment and properties and injury to persons.

2.2.2 Contractor shall remove all wreckage, rubbish etc from site and stack the wastage at the space allotted for the purpose. On completion of the works, the contractor will keep the space clean and fit for occupation to the satisfaction of the company and demolish store, remove all debris, waste and surplus material supplied/created by them. In case the contractor does not maintain good housekeeping, the company has the right to get the work done and debit the cost to the contractor.

2.2.3 All necessary safety measures to be take care as indicated in section 1104.

2.3.0 Insurance: The **contractor shall cover** the following insurance till the complete job is handed over.

2.3.1 All workmen/ persons employed by the contractor and subcontractor against accident, injury & death.

2.3.2 All material and entire installation against loss or damage during transit.

2.3.3 Vendor shall comply with all procedural requirements as defined in the insurance policy to ensure that it is alive till the successful commissioning or handing over of job to BL whichever is later.

2.4.0 Safety

2.4.1 Proper safety precautions and measures to be taken care of on the principle of “**Safety comes first**” during the entire contract period. The **contractor shall be bound to bear** any claim or compensation for the accidents, injury and death arising out of negligence on their part to ensure such safety measures including the expenditure for defense legal proceedings.

2.4.2 Care shall be taken to provide and maintain the following **safety measures and statutory safety rules** and act in force **by contractor**

2.4.3 Ladders and scaffoldings shall be provided for the work that cannot be done from the ground. Portable single ladders shall not be more than 8 meters. Additional labor should be provided for folding the ladders. Over hung platforms and platforms provided for the ladders and scaffoldings shall be of minimum 300 mm wide and shall be with rising of minimum 1000mm high.

2.4.4 **Safety belts, helmets & goggles** to be provided by the contractor to all the workmen.



- 2.4.5 Fabrication and welding gangs should be provided with gloves, protection-goggles, welding helmet etc.
- 2.4.6 Hoisting machines and tackles including their attachments, anchorage and supports of adequate capacity should be used for handling heavy equipments.
- 2.4.7 Workmen engaged in electrical work should be provided with gloves, and footwear's of adequate insulation value.
- 2.4.8 Workmen engaged in toxic chemicals, paints etc should be provided with gumboots, gloves, goggles mask and other protective attachment depending upon the depth of expected hazard.
- 2.4.9 All safety requirements depending on the nature of work should be provided to minimize the occurrence of accidents.
- 2.5.0 **Statutory rules and regulations:** Please note that this is a contract for work and accordingly all liability pertaining to this contract including those of the people engaged by the contractor solely rests upon the contractor. The contractor should also indemnify the Company against any deviation from the statutory rules and regulations to be observed by the contractor in respect of their people. **ESI/PF/Minimum Wages and all other statutory liabilities shall be borne by the contractor.**
- 2.6.0 ESIC/WCP required for the workmen engaged in the job.

3.0.0 Undertakings and Obligations of BL

- 3.1.0 **Power supply:** BL shall provide free one power point within battery limits. Contractor may use an extension cable at this own cost with prior permission of BL.
- 3.2.0 **Water supply:** BL shall provide free one connection within battery limits. Contractor may take an extension at this own cost with prior permission of BL.
- 3.3.0 **Storage:** BL shall provide space for storage of equipments, raw material etc. Temporary partition, doors etc if required shall be arranged by the vendor at this own cost.
- 3.4.0 **Security:** No special security other than normal plant security shall be provided.
- 3.5.0 **Materials:** NIL



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Price Schedule

Annexure-C

Bidder's company:..... Offer No.:..... Date:.....

SL No.	Description of job with materials	**Qty	Unit	Unit Rate	Amount	HSN	GST	
A	Supply Part						% GST	GST amount
2.1	Thrust ball bearings, double direction, 51/52213 & 52/54213	2	Set					
2.2	Single row taper roller bearing : OD 150 x ID 70 x HT 38 mm (30314)	1	Set					
2.3	Fabrication & Supply of PB bush as per sample, Changes in ID/OD will be as per new machined dimension of the shat & bush portion.	5	Nos.					
2.4	Sub total of Supply part							
					(Basic amount)			(GST)
SL No.	Description of job with materials	**Qty	Unit	Unit Rate	Amount	SAC	GST	
B	Service Part						% GST	GST amount
2.5	Machining & refreshment of damage shaft/bush portion of the agitator by metal depositing & machining at bearing portion and finishing down at bush portion . (To & from transportation cost of agitator shall be inclusive)	6	Nos.					
2.6	Liaising charges during installation of bush & bearing at site	1	LS					
2.7	Sub total of Service Part part							
					(Basic amount)			(GST)
2.8	Sum total of Basic of Supply + Service							
2.9	Sum total of GST of Supply + Service							
2.10	Total Job value (2.8+2.9)							
2.11	Completion : applicable as per tender							
2.12	Liquidated damage : applicable as per tender							
2.13	Payment terms : applicable as per tender							
2.14	Guarantee/Warrantee : applicable as per tender							
2.15	Validity of offer : applicable as per tender							

Note: some of the item(s) may be dropped from the scope of work. Payment shall be made on actual measurement basis.

Contact Person :.....

Contact No. :.....

Signature with official stamp