

**Balmer Lawrie & Co. Ltd.**  
(A Government of India Enterprise)

**SBU : Greases & Lubricants  
P-43, Hide Road Extension,  
Kolkata – 700 088  
India**

**NOTICE INVITING TENDER**

1. Type of Tender : Limited Tender
2. Tender No. : GLK/TE17/274
3. Tender date : December 30, 2017
4. Tender Due Date : January 09, 2018, 15.00 hrs. IST
5. Item : Naphthenic Base Oil
6. Quantity : 30 MT
7. Validity of Offer : 30 days from tender opening date
8. Earnest Money Deposit : As per detailed terms of tender.
9. Tender document : Attached

## **TENDER DOCUMENT**

Balmer Lawrie & Co. Ltd. (BL), a Govt. of India Enterprise, under the Ministry of Petroleum and Natural Gas, invites quotations for supply of **Naphthenic Base Oil** as per Technical Specifications mentioned & terms and conditions as detailed below.

### 1.0 **Product Specifications :**

SI No.	Physical Property	Test Method	Specification
1	Appearance	Visual	Clear and bright
2	Colour	ASTM D1500	2.5 max.
3	Specific Gravity @ 29.5°C	ASTM D 1298	0.90 to 0.918
4	K. Viscosity @ 40°C	ASTM D 445	97 to 109
5	K. Viscosity @ 100°C	ASTM D 445	8.3 to 9.5
6	Viscosity Index	ASTM D 2270	35 to 45
7	Pour Point, °C	ASTM D 97	(-) 25.0 min
8	Flash Point, COC, °C	ASTM D 92	220.0 min
9	Total Acid Number, mg KOH/g	ASTM D 974	0.05 max
10	Moisture Content, %	ASTM D 6869/ ISO 15512	0.02 max
11	Naphthenic Content	ASTM D 2140	35 to 45 %

### 2.0 **Sample of Napthanic Base Oil**

Bidder(s) who have not supplied earlier during last two years must submit a representative sample so as to reach us positively on / before due date of the tender for our evaluation.

### 3.0 **Packing**

All base oils are to be supplied in Tanker

### 4.0 **Quantity:**

Requirement for Kolkata : 30 MT

### 5.0 **Supply :**

Each lot/batch should be accompanied by the manufacturer's test certificate and approval of quality report. Bidders are requested to provide a declaration along with their offer that their product would meet all technical specifications mentioned elsewhere in the tender document.

### 6.0 **Reference and testimonials**

Bidder(s) should provide the country of origin of the material, major current customers in India and overseas.

If overseas bidder is represented by agent in India, the latter shall furnish agency agreement / authorization from their principal to act on their behalf.

### 7.0 **Mode of shipment** : The offer must be FOR destination only.

## 8.0 **Price**

All taxes and duties like GST Freight etc. are to be clearly mentioned in the offer.

After placement of order, the price will be firm and no request for increase in price will be considered by BL on any ground.

## 9.0 **Payment Terms**

Within 30 days from the date of receipt of materials at BL's plant.

## 10.0 **Delivery Schedule**

Immediate on receipt of LOI/P.O

## 11.0 **Risk Purchase**

Without prejudice to other provisions in the tender, in the event of the supplier failing to supply within the stipulated lead time as per our call up mentioned against sl. No. 14.0 above, BL shall have the option to procure the product from alternate sources, at the risk and cost of the supplier without further intimation.

In case of rejection, if any, dispatch of replacement material for domestic suppliers and effecting shipment for overseas suppliers, is to be made within one week of intimation failing which BL shall have right to procure the product from alternate sources at the risk and cost of the supplier without further intimation.

## 12.0 **Guarantee**

On receipt and testing of the product [within 10 days of arrival in the plant], if it is found that it does not meet the contractual specifications, the supplier shall replace the product free of cost and shall also reimburse the buyer any costs that the buyer might have incurred on the off-spec material.

## 13.0 **Earnest Money Deposit (EMD)**

All bidders must submit an interest free EMD of INR 15,000 (rupees fifteen thousand only) by Pay Order / DD drawn on any schedule bank in India in favour of "BALMER LAWRIE & CO. LTD." and payable at Kolkata (Calcutta), India.

EMD of unsuccessful bidder(s) will be returned after finalization of the tender. However EMD of successful bidder(s) will be returned only after submission of Security Deposit.

Public Sector Undertakings and Micro & Small scale manufacturing units only registered under MSME/ NSIC/ SSI are exempted from payment of EMD.

However, they should enclose a copy of their valid registration certificate to make their bid eligible for consideration.

23.0 **Validity of offer**

Offer(s) should be valid for our acceptance up to 30 days from the due date or the extender due date, if any, of the tender.

24.0 **Submission of offer**

The bidders are required to submit their offer on-line. However the EMD and other documents, if any must reach our office before due date and time of the tender.

Each page of the tender document shall be stamped and signed by the authorized representative of the bidder and must be submitted along with their offer.

**No deviation against the technical specification of the product as mentioned in the tender will be accepted. In case of any deviation, the offer(s) may be summarily rejected without contacting the bidder(s) or assigning any reason whatsoever.**

Offers received from related companies (definition of related companies as per Company Act of 1946 in India shall apply) shall be considered as one offer.

Offer(s) received after due date and time will not be considered for evaluation and the sealed envelope(s) will not be opened. BL will not take any responsibility for not reaching the offer within the due date and time.

Thanking You

Yours Faithfully  
for **Balmer Lawrie & Co. Limited**

**(Subimal Ghosh)**  
**Executive (Central Procurement)**

## CONDITIONS FOR ONLINE BID SUBMISSION

### 1.0 Procedure for Bid Submission

The bidder shall submit his response through bid submission to the tender on e-Procurement 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 e-procurement 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 e-procurement 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.

### 2.0 Registration with e-Procurement 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>

### 3.0 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 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 :

(i) **Mr. Tirtha Das**

**Contact No: +91-9163254290**

**e-mail id : [tirtha.das@c1india.com](mailto:tirtha.das@c1india.com) ,**

### 4.0 Submission of Hard copies

Before submission of bid online, the bidders are requested to submit the technical literature indicating treat level and EMD through courier / e-mail as applicable so as to reach us before opening of tender on-line.

#### 5.0 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.

#### 6.0 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