



BALMER LAWRIE & CO LTD.
CONTAINER FREIGHT STATION
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CIN - L15492WB1924GOI004835

e-Tender No.: BL/CFS-KOL/LED/17-18

TECHNICAL / COMMERCIAL BID

Tender Document for

**SUPPLY OF TYRES FOR REACH STACKERS & FORK LIFTS
AT CFS, P-3/1 TRANSPORT DEPOT ROAD , KOLKATA**

DUE DATE FOR SUBMISSION

06.03.2018 BY 3.00 P.M.

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NOTICE INVITING E-TENDER

On line limited Tender are invited in Single Bid System from Reputed manufacturers or their authorized dealers of "TYRES FOR REACH STACKERS AND FORK LIFTS", having their Office at Kolkata who fulfill the Pre-qualification Criteria mentioned elsewhere in the tender document under the Heading, "General Terms & Conditions" and comply with "Technical Specifications & Other Compliances" for the subject tender for **SUPPLY OF TYRES FOR REACH STACKERS & FORK LIFTS AT CFS, P-3/1 TRANSPORT DEPOT ROAD KOLKATA.**

Tenderers are advised to download Notice Inviting Tender along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in>. The tender has to be submitted online.

The scanned copies of other required documents in support of bidders credentials are to be uploaded along with the tender documents through the appropriate link.

S. No	Description	Details
1	Name of Work	SUPPLY OF TYRES FOR REACH STACKERS & FORK LIFTS AT CFS, P-3/1 TRANSPORT DEPOT ROAD KOLKATA
2	e-Tender No	BL/CFS-KOL/TYRE/17-18/2
3	Validity Of Offer	90 days from the date of opening of the price bid
4	Completion Period for delivery	30 days from Purchase Order/LOI.
5	EMD	Rs.3000.00 (MSME/NSIC Reg. Vendors are exempted)
7	Downloading / Submission of Tender :	
	a. Starts on	20.02.2018
	b. Closes on	06.03.2018 By 1500 Hrs
8	Opening of Tenders	On or after closing date & time of the tender

1. LIST OF DOCUMENTS TO BE UPLOADED

The scanned copies of following documents should also be uploaded at appropriate link in our e tendering system as part of the technical/commercial bid submission

- a. Power of Attorney authorizing the person who has signed the tender to act and sign on behalf of the company.
- b. Certificate of registration/incorporation in the case of Pvt Ltd/Public Ltd companies/certified copy of /partnership deed in the case of LPP/Partnership firm/ any document under the relevant rules/laws if the firm is a proprietorship firm
- c. Income Tax PAN number
- d. GST Registration number

2. VERIFICATION OF DOCUMENTS

- a. Tenderers or their authorized representative will be required to come to our office **POSITIVELY** as intimated along with all original documents, scanned copies of which have been submitted with the e-tender towards ascertaining their qualification.
- b. Failure on part of the tenderer to report on specified date and time for paper verification may result in rejection of the tender submitted by them without further communication.
- c. Tenderer should be in a position to produce all the original documents and/or any other information on dates as intimated or as and when required by Balmer Lawrie.
- d. Incomplete Tenders are liable for rejection without any further communication to the tenderer and decision of Balmer Lawrie in this respect will be final.
- e. Any party submitting the false or forged documents may be Black Listed, EMD could be forfeited , work could be cancelled , criminal prosecution or any other action as deemed fit may be initiated.
- f. Balmer Lawrie reserves the right to reject any or all tenders without assigning any reasons whatsoever.

SPECIAL INSTRUCTIONS TO THE BIDDER FOR PARTICIPATING IN E-TENDER

Tenderers are advised to download Notice Inviting Tندر along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in>. Interested parties have to submit an interest free EMD of Rs.3,000/- (**Rupees Three Thousand only**) by Demand Draft/Pay Order/BG at our above address. The DD/PO/BG for EMD should be drawn in favour of BALMER LAWRIE & CO LTD on any Scheduled Bank, payable at Kolkata. However, MSME vendors are exempted from EMD subject their submission of copy MSME certificate. Copies of the instruments (DD/PO/BG) evidencing payment of EMD should be scanned & uploaded before bidding. The physical original instruments/drafts should reach our above address prior to due date and time. In case the Bidders intend to submit any additional supporting documents, the same can be submitted in physical form at our above address. Documents of only those bidders shall be entertained who are bidding on-line. **UNDER NO CIRCUMSTANCES PRICE BID SHALL BE SUBMITTED IN PHYSICAL FORM.**

Balmer Lawrie & Co. Ltd. has developed a secured and user friendly system which enables Vendors/ Bidders to Search, View, Download tenders directly and also, enables them to participate & submit Online Bids on the e-tendering site <https://balmerlawrie.eproc.in> in a secure and transparent manner which maintains confidentiality and security throughout the tender evaluation process.

1. Procedure to submit On-line Bids

For this purpose, Vendors/Bidders are advised to read the instructions available in the homepage of the portal <https://balmerlawrie.eproc.in> where detailed procedure for submission of bids is available under the option / link "*Bidding Manual*".

1.1 Registration with e-procurement platform

For registration and online bid submission bidders may contact HELP DESK of C1India Pvt., Ltd. details of which are available at our web-site mentioned above or they can register themselves online by logging in to the website through <https://balmerlawrie.eproc.in>

Bidder may contact the following resource persons for any assistance required in this regard.

HELPDESK NOS ARE OPEN BETWEEN 1000 HRS to 1830 HRS IST

(MONDAY TO FRIDAY (Exclusions: Balmer Lawrie HOLIDAYS))

OFF HOURS & HOLIDAY SUPPORT

Helpdesk Team would be reachable in their mobiles during off hours and on holidays. Please refer contact us for resource-wise mobile nos.

Please email your issues before your call helpdesk. This will help us serving you better.

Contact Nos. and email IDs for Balmer Lawrie helpdesk officers

Balmer Lawrie & Co LTD. , 21, Netaji Subhas Road, Kolkata-700 001			
Balmer Lawrie e-Tendering Support Staff:			
<p><u>Nodal officer [For Escalation]:</u></p> <p>C1 India</p> <p>Mr. Ritabrata Chakraborty (PM), Contact Details:+91 8697910411, E-mail-ritabrata[at]chakraborty[at]c1india[dot]com</p>	Name	E-mails	Phone Numbers
	1. Mr. Tuhin Ghosh	tuhin[dot]ghosh[at]c1india[dot]com	+91-8981165071
	2. Mr. Tirtha Das	tirtha[dot]das[at]c1india[dot]com	+91-9163254290
	3. Mr. Ravi Gaiwal	ravi[dot]gaiwal[at]c1india[dot]com	+91-022-66865633
	4. Mr. Ujjal Mitra	ujjal[dot]mitra[at]c1india[dot]com	+91-8986678058
<input type="button" value="close"/>			

1.2 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.

2. Special Note

- Bids can only be submitted before the last date and time of submission as per the date and time mentioned in the e-tender. Resubmission (if required) of bid should be completed within the

stipulated date and time. The system time (IST) that will be displayed on e-tendering web page shall be the time and no other time shall be taken into cognizance.

- Bidders are advised in their own interest to ensure that bids are uploaded and submitted successfully in e-tendering system well before the closing date and time of bid.
- No bids will be accepted physically or by post.
- Balmer Lawrie does not take any responsibility in case bidder fails to upload the documents within specified time of tender submission.
- Balmer Lawrie will not be responsible for any delay under any circumstances for non-receipt of any documents sent by post as part of response to the tender. Bidders are requested to provide correct “e-Mail address” and “Mobile No.” for receiving updates related to e-tender from time to time.
- The bidder has to keep track of any changes by viewing the Addendum/Corrigendum 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. Only at the time of inviting offers, there will be paper ad. There will no further paper ad on this.

3. Filing of Tender Documents

- 3.1 The tenderers are requested to carefully study all the tender documents and tender conditions before quoting their rates.
- 3.2 The tender must be strictly in accordance with the terms and conditions and specifications laid out in the tender.
- 3.3 Any terms and conditions given by the tenderer on his own in their offers will not be binding on Balmer Lawrie.
- 3.4 The sole proprietor or authorised representative shall sign all documents that needs to be uploaded. When the person signing the documents is not the sole proprietor / authorised representative of the company, the Power of Attorney authorizing such person to act and sign on behalf of the company must be scanned and uploaded and produced later on for verification by Balmer Lawrie.

PART-I

TECHNICAL SPECIFICATIONS & OTHER COMPLIANCES.

[1] Approved Brands : Ceat/ MRF/ JK Tyre/ Goodyear/ BKT Tyre/ Modistone/ Micheline.

[2] Year of Manufacture : Supplied tyres should not be manufactured before six months on the date of delivery.

[3] Bidder to quote for Tyres complying PR rating, size and other specification as are mentioned BOQ/Price Bid.

[4] Gurantee/Warrantee : One year from delivery /2000Hrs of operation which ever is earlier or vendor shall replace the defective Tyre/premature failure of the Tyre with a new one at a discounted cost based on the estimated balance of the life as per the formula given below :-

Compensation = $B/A \times C$

A= Original tread depth of the Tyre

B = Remaining tread depth when the Tyre fails

C = Cost of Tyre.

[5] **Tubeless** smooth/pattern/tread type tyre having tread depth of less than specified shall not be considered for evaluation and purchase .

General Terms and Conditions

1) Pre-Qualification Criteria

- a. Bidders must be Reputed manufacturers of Tyres or their authorized dealer / distributor/channel partner. In case bidder is authorized dealer / distributor/channel partner , the documentary evidence for the same must be submitted along with EMD and/or uploaded in along with e-bid.
- b. Payment of Interest Free EMD of Rs. [3,000/-]/. However, MSME/NSIC bidders are exempted from submission of EMD subject their submission of MSME/NSIC certificate.
- c. Bidder should have valid GST Registration No. at Kolkata. Document to be submitted/uploaded.
- d. Bidder needs to furnish declaration that they are not blacklisted by any PSU or Govt Dept.

2) Submission Of Online Bids

The bids should be submitted in a Single Bid mode for both

[A] Technical / Commercial Bid and [B] Price Bid

The bid is to have digital signature of the person having Power of Attorney/Power of Authority to sign on behalf of the Bidder.

3) Tender Opening

The Bid will be opened online as per the Tender Calendar.

4) Acceptance of offers

- I. Bids of any tenderer may be rejected if a conflict of interest is detected between the bidders and Balmer Lawrie at any stage.
- II. **Balmer Lawrie reserves the right to split the supply order between two or more agencies based on individual L-1 rates for quoted tyres, such a step shall not form the basis for alteration of rates. Bidder may quote for all items of BOQ or few of the of BOQ items.**
- III. 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.
- IV. Incomplete tenders, conditional tenders, tenders received late or tender not conforming to the Technical Specifications and Terms & 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

- a. 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.
- b. 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 whichever is earlier. If the Tenderer fails to comply with this requirement Balmer Lawrie reserves its right to ignore their quotation at its discretion and proceed to finalise the tender.

6) Price Variation

- a) 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.
- b) The quoted rates shall be kept valid for acceptance for a minimum period of 90 days from the last date for submission of tender.

7) Notification of Award

Prior to the expiration of the period of Bid validity, BL will place purchase/work order or letter of intent on the successful bidder.

8) VALIDITY OF OFFER

The offer should be kept valid for acceptance by Balmer Lawrie for a period of 90 days from the last date for submission of tender. In case the bidder unilaterally revokes or cancels or varies any rate, terms & conditions of the tender after submission and during the validity period, their Earnest Money Deposit (EMD) shall be forfeited.

- 9) COMPLETION PERIOD** : Delivery of materials to be completed within 30 days from the date of Purchase Order/LOI.

10) EARNEST MONEY DEPOSIT

The bidder shall be required to submit an **Earnest Money Deposit of Rs 3,000/- (Rupees Three Thousand Only)** by way of Bank Draft/BG in favour of Balmer Lawrie & Co. Ltd, payable at Kolkata, drawn on any Scheduled Bank in India. The EMD shall be returned to unsuccessful bidder after finalisation of tender. However, MSME/NSIC vendors are exempted from EMD subject to their submission of MSME/NSIC Certificate.

11) RATES, TAXES & DUTIES

Rate quoted shall be as per Price Bid format provided below , quoting only the basic rates of the tyres. However, they shall clearly mention the prevailing rates for GST in the hard copy document to be submitted by them and/or to be uploaded in eproc .

- 12) PRICE ESCALATION**: No price escalation for cost of the Tyres shall be entertained .

- 13) PAYMENT TERMS** : 100% of the order value shall be released against Proforma Invoice and cheque shall be handed over at the time of delivery of materials at our CFS-Unit-Kolkata subject to checking & clearing by our authorized person.

- 14) **GUARANTEE/Warranty**: The successful vendor shall provide guarantee as per standard practice in this trade in writing and the same has been mentioned above in “TECHNICAL SPECIFICATIONS & OTHER COMPLIANCES”. Also reproduced as below :-

One year from delivery /2000Hrs of operation which ever is earlier or vendor shall replace the defective Tyre/premature failure of the Tyre with a new one at a discounted cost based on the estimated balance of the life as per the formula given below :-

Compensation = B/A x C

A= Original tread depth of the Tyre

B = Remaining tread depth when the Tyre fails

C = Cost of Tyre.

- 15) **PACKING, FORWARDING & TRANSPORTATION**

The successful vendor shall arrange for proper packing and transportation of the materials(Tyres) to reach us safely and undamaged at their cost.

- 16) **ARBITRATION**

Any dispute or difference arising under this Contract shall be referred for adjudication at Kolkata to a Sole Arbitrator appointed mutually under the provisions of Arbitration and Conciliation 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. The contract shall be governed by the Laws in India and subject to the exclusive jurisdiction of courts in Kolkata

ACCEPTED ALL TERMS AND CONDITIONS FROM SL NO.1 TO 16 AS STATED ABOVE.

DECLARATION BY BIDDER

We have understood the terms & conditions indicated in the NIT No. **e-Tender No.: BL/CFS-KOL/TYRE/17-18** dated 00.00.2018 and hereby confirm our acceptance of the same.

Seal of the company

Signature

Date

Name

Designation

PARTICULARS OF BIDDERS ORGANISATION

S. No	Description	Tenderers Details
1	Name of the Tenderer	
2	Address of the Registered Office	
3	Address of the branch / office quoting against the Tender	
4	Year of commencement of business	
5	Trade Licence.(copy to attach)	
6	Whether Sole Trader/ Partnership / Private Limited Co., or Public Limited Co.	
7	Registration No. (Under companies Act)	
8	Whether copy of Incorporation /Registration certificate from ROC(Registrar of company) uploaded	
9	Income Tax PAN no.	
10	Whether copy of PAN enclosed	
11	Whether copy of latest Income Tax Return uploaded	
12	GST Registration No. (copy to be attached)	
13	Whether copy of Service Tax Registration certificate Uploaded	
14	Name of the Banker	
15	Whether registration under MSEME act	
16	In case registered under MSME provide registration number and copy of registration certificate.	
17	If MSME vendor is SC/ST must furnish their relevant document	

PART-II

PRICE BID

SCHEDULE OF TYRE FOR SUPPLY AT CFS- KOLKATA

SL. NO.	DESCRIPTION OF ITEM	QTY	RATE (RS.)	AMOUNT (RS.)
1	Tubeless Tyre of size 18.00-25, 40PR, Smooth, having minimum tread depth of 82mm* with O-Ring (suitable for Reach Stacker application)	4 Nos.		
2	Tubeless Tyre: 18.00-25, 40PR, IND-4, Cross Lug Pattern/Tread type, having minimum tread depth of 60mm* with O-Ring (suitable for Reach Stacker application)	4 Nos.		
3	Pneumatic Tyre : 6.50-10, 12PR, with tube & flap .(suitable for 3MT TIL-BOSS/Voltas make Fork Lift)	6 Nos.		
	Gross Total			