



Balmer Lawrie & Co Ltd
(A Government of India Enterprise)
Administration Department
21, Netaji Subhas Road
Kolkata - 700 001

Transportation of Household Goods & Vehicle

From

Kolkata to Gurgaon

For

Balmer Lawrie & Co Ltd
21 Netaji Subhas Road, Kolkata 700001

Tender Ref : Admin/Accom/Genl
Tender No. : 26/2017-18 Dated 07.03.2018
Due Date: 19.03.2018 AT 3.00 PM

NOTICE INVITING TENDER
Tender No. 26/2017-18 Dated 07.03.2018

M/s BALMER LAWRIE & Co LTD invites manual Bid from Enlisted/Registered Vendors towards Packers & Movers Services, for the job captioned in the first page of this enquiry letter. Bids from unregistered vendors shall not be considered. The tender document along with its accompanying terms & conditions are available in Administration dept. & may be collected.

SCOPE OF WORK

Contractor's scope of the contract shall comprise of transportation of household goods & vehicles from our company owned flat i. e. from Flat no-1A, Tivoli Court, Ballygunge Circular Road, Kol-19 to Gurgaon. Also to rearrange all the packed goods & realign those at the premises at Gurgaon.

SITE VISIT

The intending bidders must visit the job-site at Flat no-1A, Tivoli Court, Ballygunge Circular Road, Kol-19 for assessing the scope of the work and familiarize themselves thoroughly with the site conditions before submitting their offer.

EARNEST MONEY DEPOSIT

Tender fee **of Rs 3000/- (refundable)** by demand draft on any Schedule Bank payable in Kolkata in favour of M/s Balmer Lawrie & Co. Ltd should be submitted by the tenderer along with the un-priced part of the offer.

TENDER SUBMISSION

Tender to be submitted in sealed covers, super scribed "**Tender for transportation of household goods & vehicles**". Detailed offer complete in all respects as stipulated in the General Conditions of contract should reach the Administration Department, by **03.00PM on 19.03.2018**

DELIVERY OF MATERIAL

Delivery address is Mrs. Manjusha Bhatnagar, Sector-44, Gurgaon, Balmer Lawrie & Co. Ltd.

TAXES & DUTIES

Rates quoted shall be exclusive of GST & duties, which will be extra as applicable.

NON-CONFORMANCE

Tenders not conforming to the above mentioned requirements are liable to be rejected.

VALIDITY OF OFFER

Tenders shall keep their offer valid for a period of **90 Days** from the date of opening of Technical bid.

RIGHT OF ACCEPTANCE / REJECTION

M/s Balmer Lawrie & Co. Ltd reserves the right to accept or reject any tender either in part or in full without assigning any reason whatsoever.

Please acknowledge receipt and confirm your participation in this tender.

Thanking you,

Yours faithfully,
for **BALMER LAWRIE & CO. LTD.**

(DILIP KUMAR DAS)
HEAD (ADMINISTRATION/CSR)

CONDITIONS OF CONTRACT

1.0 DEFINITIONS

The following expressions hereunder and elsewhere in the contract documents used shall have the following meanings respectively assigned to them namely,

- 1.1 The "Owner/Client" shall mean M/s **Balmer Lawrie & Co. Ltd**; a company incorporated in India and having its Registered Office at 21, Netaji Subhas Road, Kolkata - 700 001, and shall include its successors and assigns.
- 1.2 The 'Project' shall mean "transportation of household goods & vehicles from our company owned flat i. e. from Flat no-1A, Tivoli Court, Ballygunge Circular Road, Kol-19 to Gurgaon".

2.0 RATES AND OTHER ENTRIES

- (a) The tenderer should quote for all items in the Schedule of Work. The rate should be expressed in English both in figures and words. Where discrepancy exists between the two, the rates expressed in words will prevail. Similarly if there is any discrepancy between unit rate and total amount, the unit rate will prevail.
- (b) The rates should be quoted in the same units as mentioned in the tender schedule of quantities.
- (c) All entries in the tender documents should be in ink / type. Corrections if any should be attested by full signature of the tenderer.
- (d) Every page of the tender document including annexure / enclosures shall be stamped and signed by the tenderer or his authorised representative thereby indicating that each and every page has been read and the points noted.

3.0 RIGHT TO ACCEPT OR REJECT TENDER

The Owner reserves the right to accept or reject any or every tender without assigning any reason whatsoever / or to negotiate with the tenderer(s) in the manner the Owner considers suitable. The work may be split up if considered expedient. It may please be noted that bids of any tender may be rejected if a conflict of interest between the bidder and the Company/ its employees is detected at any stage.

4.0 SUPPLY OF MATERIAL

- 4.01 All materials required for the work shall be supplied by the contractor. In addition, all materials required for temporary and enabling work shall be arranged and provided by the Contractor. All incidental expenses, loading, unloading, transportation, handling, storage after delivery etc. shall be the responsibility of the contractor and cost towards such expenses should be included in the finished item rates.
- 4.02 All other materials, as required to complete the works in all respects according to the contract rates shall be inclusive of all freights, sales tax, GST, service tax and other taxes, duties, CESS, royalties, loading, unloading, transporting, handling and storage charges etc.

6.0 INSURANCE

Insurance coverage of the households' goods, which is to be transported, to be borne by the vendor at his own responsibility. Cost for the same is to be quoted in the price bid.

7.0 TERMS OF PAYMENT

100% payment should be released within 30 days after submission of tax invoice along with all delivery Challan, which is to be countersigned by Mrs. M. Bhatnagar on account of satisfactory job done.

8.0 FORCE MAJEURE

Any delay in or failure of the performance of either party hereto shall not constitute default hereunder or give rise to any claims for damages, if any, to the extent such delays failure of performance is caused by occurrences such as Acts of God or the public enemy expropriation or confiscation of facilities by Government Authorities, compliance with any order or request of any Governmental Authorities, was fires, floods, riots or illegal strikes.

9.0 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 paid equally by both the parties.



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Tender No. 26 /2017-18 Dated 07.03.2018

PRICE BID

Materials to be lifted from the house of:

Mrs. Manjusha Bhatnagar, Flat No-1A, Tivoli Court, Ballygunge Circular Road, Kol-700019

Materials to be delivered in the house of:

Mrs. Manjusha Bhatnagar, Sector-44, Gurgaon

Sl. No.	Description of Job	Rate (INR)
01	Packing Charges	
02	Transportation Charges by covered container not exceeding 12.5 tons without transshipment per truck	
03	Loading & Unloading Charges	
04	Insurance	
05	Volkswagen Vento Car transportation cost from Kolkata to Mangalore	
06	GST	
07	Total Landed Cost:	
	In figure:	

The selection of L1 bidder will be on the basis of total lowest landed cost quoted for above table. L