



**बामर लॉरी एण्ड कं. लिमिटेड**  
**Balmer Lawrie & Co. Ltd.**

**Multi Modal Logistics Hub (MMLH)**  
**SBU – Logistics**  
**30-15-154/4F2, 5th Floor, GKP Heavenuue,**  
**Dabagardens Main Road, Visakhapatnam - 530020**

**SINGLE BID LIMITED TENDER ENQUIRY**

**for**

**Hand Pallet Trucks**

**at**

**Visakhapatnam, Andhra Pradesh**

**Tender No. MMLH /HPT / LT / 32**

**Date: 16.03.2018**

**Due Date: 30.03.2018, 17:00 Hrs**

**TENDER ENQUIRY**

**Tender No. : MMLH /HPT/ LT / 32**  
**Date : 16/03/2018**  
**Due date : 30/03/2018, Time : 17:00 IST**

**Sub : Supply of Hand Pallet Trucks**

Online offers are invited under Single bid system from approved suppliers for supply of **Hand Pallet Trucks** as per the **Specification, General terms & conditions**, and **Price Schedule** attached in Annexure - A, B , C & D respectively from reputed OEMs and their representatives or dealers.

You are requested to upload your competitive offer complete in all respect furnishing above details to us before the due date and time.

Thanking you,

Yours faithfully,  
for **Balmer Lawrie & Co. Ltd.**

**M K Ganguly**  
**COO (L)**

Encl.: As above

Tenders are invited from OEM or their authorize representative/ dealers for **Supply of Hand Pallet Trucks for Temperature Controlled Warehouse Application and general warehousing application at MMLH-Visakhapatnam**. Make in India product will be preferred.

The prospective bidders must note that Balmer Lawrie & Co. Ltd is involved only to the extent of tendering & finalization of the order. The order on the successful bidder would be placed by Visakhapatnam Port Logistics Park Limited (VPLPL), having its registered office at 21, Netaji Subhas Road, Kolkata -700001, Correspondence address at 30-15-154/4F2, 5<sup>th</sup> Floor, GKP Heavenuue, Dabagardens Main Road, Visakhapatnam - 530020, India, Tel: + 91 891 2564922.

### **Technical Specifications: Annexure-A**

#### **A.1. Specification for the Stainless Steel Hand Pallet Truck shall be as follows:**

1 Rated Capacity	:	<b>not less than 2000 KG – Qty 10 nos</b>
2 Outside Fork width/spread (mm)	:	520 minimum
3 Fork length (mm)	:	1150
4 Min Fork Height (mm)	:	85/75
5 Max Fork Height (mm)	:	195
6 Lift (mm)	:	110 minimum
7 Single fork Width (mm)	:	160
8 Steering Wheel (dia x width) in mm:	:	180 x50 or as per design
9 Load wheel (dia x width) Tandem	:	80*70 or as per design
10 Weight (kgs)	:	73-92
11 Material of Construction of Wheel	:	PU / Nylon Wheels
12 Colour	:	As per Manufacturer

The SS Hand Pallet Trucks will be used in Temperature Controlled Warehouse where the working temperature will vary between 20 Deg to -24 Deg C.

#### **A.2. Specification for the Cold Rolled Steel Hand Pallet Truck shall be as follows:**

1 Rated Capacity	:	<b>not less than 2500 KG – Qty 5 nos</b>
2 Outside Fork width/spread (mm)	:	520 minimum
3 Fork length (mm)	:	1150
4 Min Fork Height (mm)	:	85/75
5 Max Fork Height (mm)	:	195
6 Lift (mm)	:	110 minimum
7 Single fork Width (mm)	:	160
8 Steering Wheel (dia x width) in mm:	:	180 x50 or as per design
9 Load wheel (dia x width) Tandem	:	80*70 or as per design
10 Weight (kgs)	:	73-92
11 Material of Construction of Wheel	:	PU/Nylon Wheels
12 Colour	:	As per Manufacturer

The Hand Pallet Trucks will be used in ambient tempearure (general) warehouses. Above spec and capacity is basic requirement. Pallet Truck of higher specification and capacity is technically acceptable.

**Annexure B****General Terms & Conditions**

1. Before filling up, the complete Tender Specification should be read properly. If the tenderer find any discrepancy, omission, ambiguity or conflict in or among the documents forwarded or be in doubt as to their meaning, specification and interpretations, such matter shall be brought to the attention of the company (Balmer Lawrie & Co. Ltd.), at least four days in advance, prior to the date of filling/submission of the Tender. For clarification required, if any, please contact **Sr Abu Jafor, Deputy Manager (MMLH), (Mobile +917893433855, e-mail : jafor.a@balmerlawrie.com.**
2. **Qualification Criteria:**
  - (A) Bidder should adhere to the technical specification & standard features in Annexure A
  - (B) Bidder should be an Original Equipment Manufacturer/authorized distributor. In case bidder is an authorized distributor valid distributorship certificate issued by the manufacturer should be submitted along with their offer. Copy of the agency/distributor agreement with the foreign principal & the precise relationship between them and their mutual interest in the business should be provided. The nature of after sales service to be rendered by the Indian Agent is also to be mentioned. Certificates submitted by the bidders will be verified by BL/VPLPL with respective OEMs.
  - (C) In case the Distributors Licence is seized for any reason/ issues, the OEM shall engage some other distributor within 2 days to communicate with purchaser before the purchase, within warranty period & after warranty period.
  - (D) Bidder should have service facility at Visakhapatnam or provision of onsite service within 48 hrs.
  - (E) Submission of Mandatory document PAN & GST registration.
  - (F) For MSME,SSI having NSIC certificates need to submit the document photocopy for the subject mentioned supply category.
3. Submission of tender will be the conclusive evidence as to the fact that the tenderer has fully satisfied themselves as to the technical specification, General terms & conditions and all other factors, affecting the performance of the contract and the cost thereof.
4. The vendor is not allowed to give any "subcontract" without proper justification and approval of Balmer Lawrie & Co. Ltd. (BL). Please note that bid of any bidder may be rejected if a conflict of interest between the bidder and the Company is detected at any stage.
5. **Right of acceptance / Rejection:** BL reserves the right to accept/reject any or all offers without assigning any reasons, whatsoever. The company will not accept any responsibility for any delay in uploading of bids in e-procurement website.

6. **Delivery, Installation, Commissioning Time Schedule:** -The delivery should be made within **6 (Six) weeks** from the date of issue of Purchase Order (PO) or LOI whichever is earlier at Visakhapatnam Port Logistics Park Limited, Multi Modal Logistics Hub, near Mulagara Village, Besides Mindi Railway siding of Visakhapatnam Port Trust, Visakhapatnam -500012. The exact date and time for demo, installation and commissioning will be notified to the supplier. **Demonstration, Installation and Commissioning will be free of cost. The demonstration must satisfy all the criteria given in technical specification. No payment will be made without successful demonstration, installation and commissioning certificate.**

**Spares required for keeping the equipment in workable condition shall be supplied within 7-days of providing the indent. A declaration shall be submitted by bidder/ OEM on this.**

**All expenses related to installation and services during warranty must be borne by supplier, which includes travel, accommodation etc.**

7. **Quality & Quantity of the Equipment:**  
Quality of the equipment supplied should be as per standard given in the data sheet. **Any deviation in the specification will not be accepted.** BL reserves the right to change the quantity at any point of time.
8. **Taxes & Duties:**  
Rates shall be inclusive of all taxes & duties as applicable, however GST shall be quoted separately as per format given in the schedule of work. The Bidder shall ensure dispatches of his own manufactured as well as all bought out plant, equipment and materials directly to work site at Visakhapatnam. Please note that VPLPL shall avail Input Tax Credit (ITC) against Goods & Service Tax payment made by the vendor. Bidder shall submit valid GST registration details.
9. **Submission of Tender/Bid:**  
Bidders are requested to kindly visit our e-procurement website: <https://balmerlawrie.eproc.in> for the same. Bid shall also be uploaded in pdf format after filling in the appropriate data in hard copy duly signed & scanned. EMD, Hard copy (**Product catalogue etc**), **If any** should be sent to the kind attention of Sk. Abu Jafor at the address: Balmer Lawrie & Co. Ltd. 30-15-154/4F2, 5th Floor, GKP Heavenue, Dabagarden Main Road, Visakhapatnam – 530020 within the due date and time.
- No hard copy of priced bid shall be submitted.**
10. **Placement of Order:** Purchase order will be based on L1 rates received at the discretion of BL. If there is a tie amongst the bidder on the lowest rate then the bidder with higher turn over will be chosen as L1.
11. **EMD/SD:** The tenderer will be required to pay a sum of **Rs. 7,000.00** (Seven Thousand Only) as earnest money deposit (EMD) along with the tender by a single a/c payee pay order / demand draft on a schedule bank in favour of **Visakhapatnam Port Logistics park Limited**, payable at **Visakhapatnam**. The EMD of successful bidder will be converted to 'Security Deposit (SD)' and will be returned after successful supply and installation and submission of performance bank guarantee (PBG) till the end of guarantee period in the final bill. The EMD of unsuccessful bidders shall be returned back after finalization of the tender. No interest will be paid against EMD & SD. Tenders submitted without EMD shall be

rejected. Tenderer (s) belongs to SSI/NSIC are not required to pay any EMD/SD but they have to provide valid proof of their SSI/NSIC status.

**12. Jurisdiction:** - All disputes are subject to Kolkata jurisdiction.

**13. Payment Terms:**

- i) 70% on 30 days credit against receipt of materials/trucks at site along with all taxes and duties as applicable.
- ii) 20 % after successful demo & commissioning & submission of complete technical literature.
- iii) Balance 10 % of PO Value shall be kept as retention money & will be released after completion of guarantee period without any interest or shall be paid against submission of performance bank guarantee after completion of commissioning.
- iv) PBG shall be furnished in specified format and shall be valid for the warranty period from the date of successful commissioning from a scheduled bank of India/International bank(for overseas bidders) of repute.

**14. a) Guarantee Period:** - Vendor shall guarantee against any and all defects in design, workmanship, materials and performance for a period of twelve (12) months from the date of commissioning of the equipment or eighteen (18) months from the date of delivery whichever is earlier. If any defects develop during the guarantee period, it shall be remedied promptly free of charge by the supplier and all expenses for transportation of goods necessitated for such repairs or replacement shall be borne by the supplier.

**b) Warranty:**

The Contractor will repair and/or replace all defective parts, components / fittings, accessories etc. which shall be notified to him in writing within the Defect Liability Period provided that such defective parts, components, fittings, accessories etc. are promptly rectified and replaced by him free of cost. The contractor will provide similar warranty on the parts, components, fittings, accessories etc. repaired and/or replaced.

**15. Liquidated damages:** -

a) Vendor shall be liable to pay liquidated damages for the following:

Failure to deliver, successful demo & commissioning of the equipment as per PO and handing over to Balmer Lawrie & Co. Ltd. within the scheduled period. In such case, vendor shall be liable to pay liquidated damages @ 0.5% of PO value per week or part thereof subject to a maximum of 5%.

b) If any damage is caused to the property and/or machinery (including its any part) of Balmer Lawrie & Co Ltd., directly and/or indirectly incidental to and connected with the execution of the work, the loss shall be assessed by BL and vendor shall be liable to indemnify the value of such damaged property and/or machinery.

**16. Delivery Location :** - The delivery is required to be done to the following:

The site is at Visahapatnam near Mindi Village. The site is 4.0 km away from Sheela Nagar Junction at NH-5 and 8 Km from Air port. The nearest Land mark is Visakhapatnam Port Mindi Yard railway siding.

17. **Site Rules:** - Supplier personnel have to abide by the site rules and regulations.
18. **Offers & Enclosures:** The technical literature and other documents, submitted by the all the tenderer, along with their respective offer(s) will be non-returnable and shall be the property of BL even in the case of unsuccessful bidders. However BL shall maintain the confidentiality for the submitted documents.
19. **Validity period of the offer:**  
The period of **validity of the quotations** should **not be less than 60 days** from the due date of the tender.
20. **Limitation of Liability:** Notwithstanding anything contrary contained herein, the aggregate total liability of Seller under the agreement or otherwise shall be limited to 100% of order Price. However, neither party shall be liable to the other for any indirect and consequential damages, loss of profits or loss of production.
21. **Force Majeure :** Shall mean and be limited to the following –  
(a) War / Hostilities (b) Riot or Civil Commotion (c) Earthquake, flood, tempest, lighting or other natural disasters (d) Restrictions imposed by the Government or other statutory bodies which prevents or delays the execution of the Contract by the Seller . The Seller shall advise Purchaser/Consultant by a registered letter duly certified by the local Chamber of Commerce or statutory authorities, the beginning and end of the above causes of delay within seven (7) days of the occurrence and cessation of such Force Majeure conditions, In the event of delay lasting over one month, if arising out of causes of Force Majeure, Purchaser reserves the right to cancel the Contract and the provisions governing termination stated under Article 28 above shall apply .For delays arising out of Force Majeure, the Seller shall not claim extension in completion date for a period exceeding the period of delay attributable to the causes of Force Majeure and neither Purchaser nor Seller shall be liable to pay extra costs provided it is mutually established that Force Majeure conditions did actually exist. Seller shall categorically specify the extent of Force Majeure conditions prevalent in their works at the time of submitting their bid and whether the same have been taken into consideration or not in their quotations. In the event of any Force Majeure conditions, the Seller or the Purchaser shall not be liable for delays in performing their obligations under this order and the delivery dates will be extended to the Seller without being subject to price reduction for delayed deliveries, as stated elsewhere.
22. **Resolution of Disputes / Arbitration :** All disputes or difference whatsoever that shall at any time arise between the parties relating to execution of this Contract/Purchase order shall be referred to the Sole Arbitrator appointed by the Director of Vishakapatnam Port Logistics Park Limited (VPLPL), Kolkata whose award shall be final & binding on both the parties. The contract shall deem to have been entered at VPLPL, and all suits in respect of this contract shall be under the jurisdiction of the court in Kolkata.
23. **Tender for registered / approved vendors only:** The Responses/offer from registered/approved vendors alone will be accepted and that other interested vendors have to register with Balmer Lawrie and subject to such registration being confirmed, they would be considered for the subsequent Tenders.
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**Annexure- C****Price Bid (Part II)**

<b>SI No.</b>	<b>Item Description</b>	<b>SS 2000 KG Hand Pallet Truck</b>	<b>CR Steel Pallet Truck- 2500 Kg</b>
1	Quantity (nos.)	<b>Ten (10) nos.</b>	<b>Five (5) nos</b>
2	Unit rate (₹)		
3	Total Basic amount (₹)		
4	Packing & Forwarding Charges (₹)		
5	Freight(₹)		
6	Transit Insurance		
7	Total price (₹)		
8	GST %		
9	GST amount (₹)		
10	Final Total Price (₹)		
11	Grand Total		



## Annexure D

**Conditions for Online Bid Submission****1. 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. 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. 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.

<b>Balmer Lawrie e-Tendering Support Staff:</b>		
<b>Name</b>	<b>E-mails</b>	<b>Phone Numbers</b>
<b>1. Mr. Tirtha Das(Kolkata)</b>	<a href="mailto:tirtha[dot]das[at]c1india[dot]com">tirtha[dot]das[at]c1india[dot]com</a>	<b>+91-9163254290</b>
<b>2. Mr. Tuhin Ghosh(Kolkata)</b>	<a href="mailto:tuhin[dot]ghosh[at]c1india[dot]com">tuhin[dot]ghosh[at]c1india[dot]com</a>	<b>+91-8981165071</b>
<b>3. Mr. Partha Ghosh(Kolkata)</b>	<a href="mailto:partha[dot]ghosh[at]c1india[dot]com">partha[dot]ghosh[at]c1india[dot]com</a>	<b>+91-8811093299</b>
<b>4. Mr. CH.Mani Sankar (Chennai)</b>	<a href="mailto:chikkavarapu[dot]manisankar[at]c1india[dot]com">chikkavarapu[dot]manisankar[at]c1india[dot]com</a>	<b>+91-8939284159</b>
<b>5. Ms. Ujwala Shimpi (Mumbai)</b>	<a href="mailto:ujwala[dot]shimpi[at]c1india[dot]com">ujwala[dot]shimpi[at]c1india[dot]com</a>	<b>+91-022- 66865608</b>

**4. Submission of Hard copies:**

After submission of bid online, the bidders are requested to submit the demand draft /Bank Guarantee towards EMD along with other documents as required, to the Tender Inviting Authority before opening of bid. The bidder shall furnish the original DD / Bank Guarantee and other documents either in person or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of bidder. BL shall not take any responsibility for any delay or non-receipt of said documents. If any of the documents furnished by the bidder is found to be false / fabricated, the bidder is liable for black listing, forfeiture of the EMD, cancellation of work and criminal prosecution.

The bidder is requested to get a confirmed acknowledgement from the Tender Inviting Authority as proof of submission of hardcopies.

**5. 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. 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.

**7. Disclaimer Clause:**

The Company (Balmer Lawrie & Co. Ltd.) nor the service provider (C1 India Pvt. Ltd.) is responsible for any failure of submission of bids due to failure of internet or other connectivity problems or reasons thereof.