



बामर लॉरी एण्ड कं. लिमिटेड  
(भारत सरकार का एक प्रतिष्ठान)  
**Balmer Lawrie & Co. Ltd.**  
(A Government of India Enterprise)

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

**TENDER**

**FOR**

**"RENOVATION, PAINTING & OTHER ANCILLARY WORKS FOR C & MD'S REST ROOM"**

**At**

**1st Floor of Head Office, Old Building 21, N S Road, Kolkata – 700 001**

**TENDER REFERENCE – ADMIN/12**

**TENDER NO: - 06/2018-2019 DATED 22.05.2018**

**DUE ON 31.05.2018 BY 3.00 PM**

**NOTICE INVITING TENDER**  
NIT No – 06/2018-19, Dated – 22.05.2018  
**DUE ON 31.05.2018 BY 3.00 PM**

Tender No. 06/2018-19

Dated: 22/05/2018

**“Renovation, Painting & Other Ancillary Works for C & MD's Rest Room”**

Balmer Lawrie & Co. Ltd. (BL) is a Mini-Ratna-I Public Sector Enterprise, under the Ministry of Petroleum & Natural Gas, Government of India. Along with its five Joint Ventures in India and abroad, it is a much-respected transnational diversified conglomerate with presence in both manufacturing and service sectors. Balmer Lawrie is a market leader in Steel Barrels, Industrial Greases & Specialty Lubricants, Corporate Travel and Logistics Services.

1.0 Tenders are invited from **Enlisted/Registered Vendors only** with Balmer Lawrie & Co. Ltd. 21, Netaji Subhas Road, Kolkata-700001, for the job captioned at the premises referred in above subject. Bids from non-registered vendors shall not be opened.

1.2 **SCOPE OF WORK**

The complete scope of work and Technical Specifications has defined in **Annexure – I**

1.3 **COMPLETION PERIOD**

Time is the essence of the order. The time schedule for completion according to the contract/order shall be **on or before 17/06/2018 or 12 (Twelve) days** from the date of placement of order/LOI whichever is earlier

1.4 **MANDATORY CRITERIA**

Bidders have to be enlisted with Balmer Lawrie & Co. Ltd.

1.5 **TENDER DOCUMENTS**

The vendors would be required to submit these papers (**Page No – 1 to 5**) documents along with PRICE BID - **Annex-I (Page No – 6 to 9)**. All the hardcopies of the Bid Documents as explained above and also defined in clause no. 2.0 of Condition of Contract under sealed envelope should reach at Administration Department, Ground Floor, Balmer Lawrie & Co. Ltd, 21, N S Road, Kolkata - 700001 on or before the due date of submission of tender. The Bidders who are submitting the Bids in person are requested to drop the same in our tender box located at the ground floor.

**CONDITIONS OF CONTRACT**

2.0 **GENERAL**

The intending tenderers shall be deemed to have visited the site and familiarized themselves thoroughly with the site conditions before submitting the tender. Non-familiarity with the site conditions will not be considered reason either for extra claims or for not carrying out the work in strict conformity with the specifications. Jr. Officer (Civil) – Administration may be contacted during office hours (Monday to Saturday 9.30AM to 6.30PM) to organize the site visit.

## **2.1 TAXES & DUTIES**

All the taxes as applicable shall be paid extra.

## **2.2 NON-CONFORMANCE**

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

## **2.3 VALIDITY OF OFFER**

Tendered shall keep their offer valid for a period of 60 days from the date of opening of Unpriced bid.

## **2.4 RATES AND OTHER ENTRIES**

- (a) The tenderer should quote for all items in the Schedule of Rates.
- (b) The rates should be quoted in the same units as mentioned in the tender schedule of quantities.
- (d) Every page of the tender document including annexure / enclosures shall be stamped and signed by the tenderer or his authorized representative thereby indicating that each and every page has been read and the points noted.

## **2.5 RIGHT TO ACCEPT OR REJECT TENDER**

- a. M/s Balmer Lawrie & Co Ltd reserves the right to accept or reject any or every tender without assigning any reason whatsoever / or to negotiate with the tenderer in the manner it considers suitable. In the event of receipt of lowest price from more than one (1) bidder, fresh price bids shall be invited from the lowest bidders only to determine final lowest bidder for placement of order.
- b. Bids of any tenderer may be rejected if a conflict of interest between the bidder and Company (Balmer Lawrie) is detected at any stage.
- d. Tender if submitted through e-mail or fax shall be summarily rejected.

## **2.6 Safety Rules**

All the safety rules laid down by Balmer Lawrie, needs to be adhered at your own cost. This will mainly include all kinds of applicable personal protective equipment & complied tools. In case of violating any safety rules or in case of performing any unsafe acts during the execution of the job shall be stopped and the same may be undertaken by other vendor/s at your cost and risks. The detailed safety rules are as follows –

- a) Safety helmets and shoes are mandatory during the entire work for all workers and site supervisors
- b) Safety harness with full body harness for work above 6 feet of height
- c) All portable electrical tools need to be plastic body and double body insulation. No temporary joints in electrical cables are allowed. Proper plug sockets to be used while drawing power from source.
- d) While scrapping old paints, chipping out of plaster nose masks, safety goggles are must to be used

## 2.7 Testing & Inspection

The material, design and workmanship shall satisfy the relevant Indian & international Standards, the job specifications contained herein and codes referred to. Where the job specifications stipulate requirements in addition to those contained in the standard codes and specifications, these additional requirements shall also be satisfied. In the absence of any standards/specifications / code(s) of practice for any part of the work covered in this tender, the instructions/directions of Engineer-In-Charge will be binding on the **Supplier**.

## 2.8 Performance Guarantee

The supplier shall guarantee the work done and any fittings designed, manufactured, supplied, erected and tested by him against defective materials, poor workmanship, improper design, operation inadequacies & problems and failure from normal usage, for a period of 12 (twelve) calendar months after final acceptance of the work by the Owner.

## 2.9 Delay Penalty

Time is the essence of the order. The time schedule for completion according to the contract/order shall be **on or before 17/06/2018 or 12 (Twelve) days** from the date of placement of order/LOI whichever is earlier. In case of failing on completion of the job within time, a sum equivalent to 1% of certified bill value for each week shall be deducted which is subjected to 5% maximum.

## 2.10 Terms of Payment

No mobilization advance shall be paid to the contractor.

100% of the bill value will be payable by the Owner after submission of Bill accompanied by the relevant documents duly certified by Engineer-in-Charge after 30 days from the date of submission of the bill.

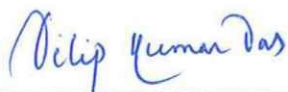
10% of the above bill shall be deducted towards retention money which will be released after completion and acceptance of work for performance maintenance period, which shall be twelve (12) months from the date of issue of completion certificate by the Engineer-in-Charge.

For extra items, rates shall be derived from similar item rates included in the schedule of work. Where there is no such similar item available in the schedule, rate shall be analyzed as follows:

Rate for extra item = Cost of material (a) + cost of labor inclusive of all necessary tools, tackles, equipment, machinery and consumable (b) required to carry out the work + 15% of (a+b) towards profit and overhead + taxes, duties etc.

For any Technical clarifications / queries Tenderers are requested to contact **Jr. Officer (Civil) - Admin (e-mail: [chatterjee.r@balmerlawrie.com](mailto:chatterjee.r@balmerlawrie.com))** (from 10.00AM to 06.00PM, Monday - Friday).

For Balmer **Lawrie & Co Ltd**



Dilip Kumar Das  
Head (Admin & CSR)

**FORM OF TENDER**  
**[TO BE FILLED IN BY THE TENDERER]**  
NIT No – 06/2018-19, Dated – 22.05.2018  
**DUE ON 31.05.2018 BY 3.00 PM**

Date - 22/05/2018

To,  
HEAD [Admin & CSR]  
Balmer Lawrie & Co. Ltd.  
21, Netaji Subhas Road  
Kolkata – 700 001.

Dear Sir,

Sub. - Tender for “Renovation, Painting & Other Ancillary Works for C & MD's Rest Room” at 1st Floor, OLD Building, 21 N S Road, Kolkata- 700 001  
Tender Ref: Admin/12, No. 06/2018-19, dated 22.05.2018

Having examined the subject Tender Documents consisting of Notice Inviting Tender, General Conditions of Contract, Special Condition of Contract, Price Schedule and having understood the provisions of the said Tender Document and having thoroughly studied the requirements of Balmer Lawrie & Co. Ltd. to the work tendered for in connection with the above subject job. I/We hereby submit our tender offer for the performance of proposed work in accordance with the terms and conditions as mentioned in the Tender Document at the rate[s] quoted by me/us in the accompanying price schedule based on the Schedule of Works included within the Tender document.

If the work or any part thereof is awarded to me/us, I/We undertake to perform the work in accordance with the Tender Document and accept the terms and conditions of the Tender as will be laid down therein failing which Balmer Lawrie & Co. Ltd. Shall be at liberty, without further reference to me / us and without prejudice to any of its rights or remedies, to terminate the agreement and / or to forfeit the earnest money deposited in terms thereof.

Thanking you,

Yours faithfully,

[Name & Address of Firm):- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact No. :- \_\_\_\_\_

Contact Person \_\_\_\_\_

With Designation: - \_\_\_\_\_

# Technical Specifications

## ANNEXURE-I



बामर लॉरी एण्ड कं. लिमिटेड  
(भारत सरकार का एक प्रतिष्ठान)  
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## General Conditions:

1. Details of the items under this Schedule shall be read in conjunction with the corresponding Specifications and other Tender Documents.
2. The work shall be carried out as per approved drawings, Specifications and the description of the items in this Schedule and/or Engineer's instructions.
3. Items of work provided in this Schedule but not covered in the Specifications shall be executed strictly as per instructions of the Engineer-In-Charge.
4. Unless specifically mentioned otherwise in the Contract, the Tenderer shall quote for the finished items and shall provide for the complete cost towards power, fuel, tools, tackles, equipment, Constructional Plant, Temporary Work, labour, materials, levies, taxes, transport, layout, repairs, rectification, maintenance till handing over, supervisions, colonies, shops, establishments, services, temporary roads, revenue expenses, contingencies, overheads, profits and all incidental items not specifically mentioned but reasonably implied and necessary to complete the work according to the contract.
5. The Quantities of the various items mentioned in the Schedule of Items are approximate and may vary up to any extent or be deleted altogether, but should not exceed 15% of the BOQ. The Contractor, in his own interest, should get an indication of the probable extent of the work to be executed under any particular item in this Schedule before undertaking any preliminary and enabling work or purchasing bought out components related to the work.
6. Engineer's decision shall be final and binding on the Contractor regarding clarification of items in this Schedule with respect to the other sections of the Contract.
7. For extra items, rates shall be derived from similar item rates included in the schedule of work. Where there is no such similar item available in the schedule, rate shall be analyzed as follows:  
Rate for extra item = Cost of material (a) + cost of labour inclusive of all necessary tools, tackles, equipment, machinery and consumable (b) required to carry out the work + 15% of (a+b) towards profit and overhead + taxes, duties etc. as applicable.

## SCHEDULE OF WORK

NIT No – 06/2018-19, Dated – 22.05.2018

**DUE ON 31.05.2018 BY 3.00 PM**

Sl No.	Description	UOM	Quantity	Rate (In ₹)	Amount (In ₹)
1	Dismantling of tile work in floors & walls laid in cement mortar including disposal of dismantled tiles/rubbish within 100 meters lead and from 1st floor (stair use only) initially and complete removal of rubbish after dumping of all dismantled items to the nearest municipality dumping area	Sq M	25		
2	Dismantling of gypsum board false ceiling along with GI frame work and others accessories including disposal within 100 meters lead and from 1st floor (stair use only) initially and complete removal of rubbish after dumping of all dismantled items to the nearest municipality dumping area	Sq M	5		
3	Providing, supplying and laying 8/10 mm thick Kajaria make or equivalent vitrified floor tiles (600 mm x 600 mm) laid with cement mortar (1 cement : 4 sand) maintaining proper slope or level, including grouting with white cement and matching pigments etc. The job shall be completed and the tiles shall be selected up to the satisfaction of the engineer-in-charge	Sq M	5		
4	Providing, supplying and fixing 8/10 mm thick kajariya make or equivalent glossy/mat finish wall tiles (450 mm x 300 mm) with required highlighters including necessary backing sand cement mortar (1 cement : 4 sand), filling joints with white cement and matching pigments etc. The job shall be completed and the tiles shall be selected up to the satisfaction of the engineer-in-charge	Sq M	22		
5	Providing and applying two/three coats of synthetic enamel paint (ICI/Asian Paints) of require shades over one coat of primer on old steel surface of outer side window grills job all complete by works, all materials, labour charges up to the satisfaction of the engineer-in-charge	Sq M	2.5		
6	providing and fixing 6.5 mm thick moisture resistant plasterboard/E-Board single/double layer false ceiling with GI hangers including required frame work with all fittings and hanging arrangements, job all complete by work (Including interior acrylic emulsion painting), materials, scaffoldings and labour Job should be carried out up to the satisfaction of the engineer-in-charge	Sq M	5		



SI No.	Description	UOM	Quantity	Rate (In ₹)	Amount (In ₹)
7	Providing and fixing 3/4th inch Un-plasticized Polyvinyl Chloride (UPVC) pipes (ISI marked) for concealed water line, with all required clamps, sockets, elbow joints, T-Joints, rings etc. This includes jointing of pipes & fittings with UPVC solvent cement, testing of joints complete as per direction of Engineer-in-Charge	Meter	7.5		
8	Providing and fixing white wall mounted luxurious water closet (European type W.C. pan) with seat and lid (Parryware/Hindware made) to be fixed with existing concealed flushing cistern, traps and connection pipe, two in one bib cock (Essco/jaquar make), super quality health faucets (Essco/jaquar make), paper holder, complete job up to the satisfaction of engineer-in-charge	Per Number	1		
9	Providing and fixing 450 mm super quality hand wash counter basin (Parryware/Hindware made) along with granite counter platform (1.150 mt x 0.450 mt) with all kind of plumbing including high quality basin mixer (Essco/jaquar make), waste water pipe line work job all complete by works up to the satisfaction of the engineer-in-charge	Per Number	2		
10	Providing and fixing good quality stop cock to be fixed in deferent places for commode / geyser/hand wash basin etc. job all complete	Per Number	5		
11	Providing and fixing super quality Soap Containers with all necessary fittings	Per Number	1		
12	Providing and fixing 7 Watt LED lights (Philips make or equivalent) in required design to be fixed into the false ceiling with all required fittings	Numbers	3		
13	Providing and fixing 5/7 Watt LED spot lights (Philips make or equivalent) to be fixed above the mirror with all required fittings	Numbers	1		
14	Providing and fixing 2 feet LED yellow Tube Light (Philips make or equivalent) to be fixed bellow the counter basin	Numbers	1		
15	Providing and fixing electric concealed wiring with all necessary fittings and installation viz. modular switch board base, switches and 5-15 combined plug job all complete as per the instruction of the engineer-in-charge				
i)	For LED ceiling lights and 2' LED tube bellow counter basin (one switch for three lights & 2' LED), mirror lights (one switch) and wall mounted fan (one switch)	Per point	6		
ii)	For 5-15 combined plug one along with light and wall mounted fan switch board and one isolated for the geyser	Per point	2		
16	Providing and fixing good quality hand drier to be fixed on the wall job all complete up to the satisfaction of the engineer-in-charge	Numbers	2		
<b>TOTAL =</b>					