



Balmer Lawrie & Co. Ltd. (G & L– Kolkata)

(A government of India Enterprise)

P-43, Hide Road Extension, Kolkata-700 088.

Phone- (033) 2450 0102, Fax- (033) 2439 2277, E-mail – jaiswal.r@balmerlawrie.com

TENDER ENQUIRY

Tender No. : GLK/TE18/130

Date: 31.07.2018

Due date: 13.08.2018 up to 6:00PM

Dear Sirs,

Sub: Annual Rate Contract for the Supply of spares and refilling materials for fire Extinguishers

Sealed offers are invited from the registered competent and experienced vendors for the subject Annual Rate Contract as per following table of contents-

- 1.0.0 General Terms & Conditions (Annexure-A)
- 2.0.0 Price Schedule (annexure-B)

Your offer, complete in all respect furnishing details should be submitted to us on or before the due date.

Thanking you,

Yours faithfully,
For Balmer Lawrie & Co. Ltd.

Ranjit jaiswal
Executive (Maintenance)

Encl.: As above



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Annexure-A

GENERAL TERMS & CONDITIONS OF TENDER:

- 1.1.0 **Tender for registered vendor only:** The Response/offer from registered vendors alone will be accepted and that other interested vendors have to register with the unit (Greases & Lubricants), Kolkata) and subject to such registration being confirmed, they would be considered for the subsequent Tenders.
- 1.2.0 **Bid preparation:** Before filling up, the complete Tender Specification should be read properly. Avoid overwriting while filling the tender papers. The tender document may also be downloaded from our web site www.balmerlawrie.com within the due date of the tender.
- 1.3.0 **Clarification:** If the bidder finds any discrepancy, omission, ambiguity or conflict in or among the documents forwarded or be in doubt as to their meaning and interpretations; such matter shall be brought to the attention of the BL, at least four days in advance, and prior to the date of filling/submission of the tender. For clarification required, if any, please contact Sri R. Jaiswal at Balmer Lawrie & Co. Ltd., P-43, Hide Road Extension, Kolkata-700088, Phone no. 033-24505350.
- 1.4.0 **Period of ARC:**
- 1.4.1 **The period of contract shall normally be 12 months or more from the date of commencement of contract or till the expenditure of approved contract value on mutual agreement by BL & the party.** (The rate shall be valid for 14 month from the due date of this tender, considering 12 month ARC period + 2 months ARC finalisation time)
- 1.4.2 The contract period may be extended on mutual agreement for another period of 12 months or otherwise as agreed upon.
- 1.5.1 **Unit Rate Price:** The quoted Price/unit rate shall be **fixed and firm** on door delivery basis inclusive of **delivery charges & packing/forwarding** till execution of the **contract Period. Price list of Minimax must be provide along with bid.**
- 1.5.2 **Price Schedule (Annexure-B):** The prices shall be quoted for **all the items**.
- 1.5.3 **Specification/description of items:** The price shall be quoted as per the **specification, make, size, and type** mentioned in **Price schedule** to this tender. Any alteration in the said description shall not be considered.
- 1.5.4 **Quantity (Qty.):** The quantities specified in the tender form (**Price Schedule**) for the tender purpose only and it represents the basis of unit for ease of pricing. The actual **quantity may vary from zero to the maximum required quantity** during the Annual Rate Contract period for the repair and maintenance purpose. The quantity will be drawn from successful tenderers in parts on **as and when required basis** from time to time throughout the contract period at the rate of their quoted unit price against each item.
- 1.5.5 **Unit Rate:** The price must be quoted as per the **unit of measurement (UOM)** specified against each items. The unit price must be quoted for all the items of price schedule **considering free or inclusive delivery charges** on door delivery basis. The **unit rate will be fixed & firm during the contract period.**
- 1.5.6 **Taxes & Duties:** Present % rate of GST are required to be quoted extra and its & HSN code is to be mentioned on price schedule. Variation in **Taxes & Duties** rate will be applicable only up to the contractual delivery date.



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- 1.5.7 **Delivery Schedule (call up and lead time):** The quantity mentioned **quantity may vary from zero to the maximum required quantity** during the Annual Rate Contract period for the repair & maintenance. The quantity will be drawn from successful tenderers in parts on **as and when required basis** from time to time throughout the contract period at the rate of their quoted unit price against the item. The supply instructions/call-ups/PO will be given against actual requirement. The supply must be commenced **within seven working days** for the items readily available in the local market. Relaxation will be given for the supply period of some special item(s)/trailer made item(s) as per the manufacturer's/dealer's/OEM's delivery schedule or for the item(s) that are not readily available in the local market.
- 1.5.8 **Penalty/LD:** The Delivery Schedule being the essence of the Contract, tenderer shall deliver the Items strictly as per delivery schedule mentioned in our order. In case Items are not received by us within **Five days** from the call up, then late delivery charges @0.5% per day subject to maximum 5% will be charged from tenderer.
- 1.5.9 **Payment terms:** 100% on 30 days credit from the date of supply against each call up(s)/PO.
- 1.5.10 **Guarantee/warranty:** Vendor shall have to pass on the 12 months warranty for the items other than consumable or as provided by manufacturer.
- 1.5.11 **Validity of offer:** The price offers shall be valid for a minimum period of **60 days** from the date of due date of the tender.
- 1.6.0 **Unconditional Offer:** Your offer shall be unconditional as per tender terms & conditions.
- 1.7.0 **Placement of Purchase Order(s):** Single Purchase order may be placed to the technically qualified vendor (quoted in line with the tender) as follows-
- 1.7.1 L1 in totality of unit rates all the items. Price list of Minimax must be provided along with bid.**
- 1.7.2 **Purchase Order Value:** A single ARC Contract will be placed for the ₹ **1.50 Lakh** +Taxes in totality of all the items through the ARC Period. The above value is notational only based on past experience. It is observed that in **last three years, the expenditure incurred on subject items varied from ₹ 0.5 Lakh to ₹ 1.5 Lakh for the tendered items. PO/Call ups will be placed on as and when required basis.**
- The Job/PO/Callups will be awarded against actual requirement as per ARC rate. The total supply value throughout the contract period may vary from Zero to the maximum specified value during the Annual Rate Contract period based on maintenance requirement.**
- There is however, no contractual liability on the Company's part to accept the materials/job of ordered amount in full during the currency of the contract Period, it may vary from zero to maximum of ₹ 1.5 Lakh +Taxes thru several callups/PO.**
- 1.8 **Individuality of contract:** The order resulting from the Tender shall be treated as an individual contract, and it shall not create any general lien to the tenderer, and shall not get prejudiced in execution due to any situation arising out of some other contract that the tenderer may have with BL.
- 1.9 **Cancellation of contract:** If tenderer fails to supply Items as per delivery schedule more than three occasions, complete Rate Contract will be cancelled.
- 1.10 **Risk purchase:** In case of failure to deliver the Items as per our specification & delivery date indicated in Purchase order/tender, the Items will be procured from any other available sources and difference in cost will be recovered from the vendor.



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- 1.11 **Inspection:** All supplies will be subject to inspection at the Company's yard. Items rejected on inspection will have to be taken back personally by the supplier at their cost and replacements of all such rejected Items should be affected immediately by the supplier.
- 1.12.0 **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 from our website www.balmerlawrie.com .
- 1.13.0 **Jurisdiction:** In case of any dispute, arising out of this tender shall be subject to the Jurisdiction of **The Courts in Kolkata.**
- 1.14.0 **Rejection/Acceptance of tender:** -Balmer Lawrie & Co. Ltd. reserves the right to reject/accept all or any part thereof any tender(s) without assigning any reason whatsoever.
- 1.15.0 **Submission of online offer:** **Price bid must to be submitted in tender box in hard copy in a sealed envelope mentioning the tender subject, tender number, tender date and due date.**
- 1.16.0 **Forwarding of Offer:** Hard copy may be forwarded by Registered Post/courier or deposited in the Tender Box, mentioning the tender no. date due date & Subject in sealed envelope at **Balmer Lawrie & Co. Ltd., SBU: Greases & Lubricants, P-43, Hide Road Extension, and Kolkata-700088, Phone no. 033-24500102.** The BL will not be responsible for any postal delay in receiving the offers at our end.
- 1.17.0 **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 from our website www.balmerlawrie.com .