



बामर लॉरी एण्ड कं. लि.  
**BALMER LAWRIE & CO LTD.**  
(भारत सरकार का एक उद्यम)  
(A Government of India Enterprise)  
लॉजिस्टिक सेवा विभाग/Logistics Services Division  
21, नेताजी सुभाष रोड/21, Netaji Subhas Road  
कोलकाता/Kolkata : 700 001.

निविदा सं./Tender Enquiry No. BL/LS/KOL/008/18-19  
दिनांक/Date: 12<sup>th</sup> December 2018

निविदा में भागीदारी के लिए हमारी वेबसाइट <https://balmerlawrie.eproc.in> देखें

For participation in this Tender please visit our website <https://balmerlawrie.eproc.in>

**Appointment of vendor for Safe Road Transportation and Delivery of Cargo on Express Mode from Kolkata Airport to ultimate consignee locations.**

निविदा नियत तिथि :

**Tender Due Date : 24th December 2018**

निविदा नियत समय :

**Tender Due Time : 12:00 PM**

Limited Tender / Single Bid System.

Bids to be accepted from Registered Vendors only (Limited Tender).

Online bids are invited from reputed and reliable transporters for the following scope of work. Interested Parties / Bidders are required to upload and submit the scan copies (signed & stamped) of followings documents (Eligibility Criteria) at the above mentioned address on or before tender due date & time, to proof their eligibility for this tender .

**ELIGIBILITY CRITERIA**

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

- a. Authorization Letter 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. Copy of Income Tax PAN
- d. Copy of GST Registration Certificate
- e. Chartered Accountant's certificate or Audited / Certified Balance sheet and Profit and Loss account of tenderer's company for last two years.
- f. Latest Bank Detail to be submitted.
- g. The bidder should not have been black listed in any of the PSU's or private organizations and a self-certification to this affect would need to provide in letter head. The company may verify such certification and if found during such verification that the statement is not true, the bid of the party will be rejected without any further reference to them.
- h. The Transportation bidding shall be covered by the Motor vehicles Act and age of Vehicle placed for contract should not exceed 15 Years. (Self Declaration to be provided)
- i. Each Page of the Tender Documents must be signed by the legally authorized representative of the tenderer, with the official seal, for having fully read and understood the terms and conditions of the tender.

**Note :** Tenderer should be in a position to produce all the original documents as and when required by Balmer Lawrie & Co Ltd.

Tenderer not meeting the tender terms & conditions or in-complete in any respect or with any addition, deletion or modification are liable to be summarily rejected without any further communication to the tenderer and decision of the company in this respect will be final & binding.

PRICE BID to be submitted online only as per format available in portal, and under no circumstances shall be submitted in physical form.

### **TENDER OPENING**

The Bid will be opened online as per the Tender Calendar at 12.01 PM on 24<sup>th</sup> December 2018.

### **SCOPE OF WORK**

Collection, Delivery and Unloading of Cargo on Express Mode from Kolkata Airport to ultimate consignee locations (Refer Annexure I , II & III of Estimated Calculation Sheet for more details).

### **EARNEST MONEY DEPOSIT :**

The bidder is to submit Earnest Money Deposit of Rs. 5,000/- ( Rupees Five Thousand Only) in the form of Demand Draft/Pay Order drawn in favour of “ BALMER LAWRIE & CO. LTD “ payable at Kolkata from any Nationalised/Scheduled Bank. EMD will be refunded interest free to the unsuccessful bidders only after receipt of order acceptance from the successful bidder. For the successful bidder, the EMD shall be refunded only after submission of necessary Security Deposit ( SD ) against the work order placed on them or may be adjusted towards part of the Security Deposit requirement.

Registered MSME / NSIC enterprises are exempted from payment of EMD subject to submission of their registration detail. OFFERS RECEIVED WITHOUT EMD SHALL BE REJECTED.

In case the contractor revokes or withdraws their offer within validity of offer or fails to deposit security deposit and/or execute the agreement and commence the work after the contract is awarded, Balmer Lawrie will be at liberty to forfeit the EMD.

EMD will carry no interest.

### **SECURITY DEPOSIT**

Successful bidder on award of the contract will have to submit Security Deposit of 10% of Work Order value or as derived by the sanctioning authority by Demand Draft/Pay Order from any Nationalized/ Schedule Bank drawn in favor of Balmer Lawrie & Co. Ltd. payable at Kolkata or Bank Guarantee for an equivalent amount from any Nationalized Bank valid for three months beyond the maximum possible tenure of the contract within 15 days from the date of issuance of LOI.

Only the format given by the company in this regard to be used for submitting Bank Guarantee.

The Security Deposit shall bear no interest, and would be refunded by Cheque after expiry of three months of completion of the contract on written request from the contractor subject to satisfactory performance.

Security Deposit is liable to be forfeited in the event of :

- a) Withdrawal of order during validity period of the contract
- b) If the service of the successful bidder is found to be unsatisfactory and fails to adhere to our tender terms and condition.
- c) Any unilateral revision made by the successful bidder during the validity period of the contract.

### **AWARD OF CONTRACT**

Work will be allotted to L1 bidder. The L1 bidder shall be determined on an overall basis taking into consideration all the sectors in the price bid, and negotiation carried out. However, the company reserves the right to award the contract to more than one bidder, and the company's decision shall be final and binding on all the parties. In the event of the company retaining two transporters then the order shall be split in the ratio 60:40 if and only if L2 agrees to match negotiated L1 rates. If L2 do not agree to match negotiated L1 rates, the opportunity to match with the negotiated L1 rates shall percolate down to L3, L4, ...etc. However, the company reserves the right to change the pattern of distribution between the contractors if in case service parameters does not commensurate with the requirement.

The company reserves the right to extend the contract for a further period of 6(six) months with the same rate, terms and conditions from the date of expiry of the contract.

**PERIOD OF CONTRACT :**

The work order awarded against this tender shall remain valid for a period of TWO YEAR from date of issuance of Work Order/LOI with provision for further extension for a period of SIX MONTHS at the same rate, terms and conditions from the date of expiry of the contract.

**VOLUME OF WORK :**

The quantities provided are indicative only. The company does not give any guarantee as to the exact amount which may vary at the time of actual shipment (lower or higher side) than the indication provided. No claim shall be entertained in the event of the volume of work is substantially lower.

Transport contractor shall arrange at his own cost necessary permits, etc require for his staff, vehicles crew etc for movement of consignment to/from locations.

The Transporter shall hold the company harmless and indemnified from and against all claims, charges and cost for which company may be held liable under the Workmen's Compensation Act, 1923 or any other act/statue.

**VALIDITY OF OFFER :**

The quotation submitted shall be valid for a period of 60 days from the date of opening of the bids received.

**FREE TIME**

24 hours at loading point and 24 hours at unloading point must be provided.

**DETENTION CHARGES**

Detention payable @Rs 500/- per vehicle per day basis after free time, if it is found that reason for delay is not attributable to transporter.

**PRICE ESCALATION / DE-ESCALATION :**

No Escalation / De – Escalation shall be allowed, whatsoever.

**PAYMENT TERMS :**

The transporter shall submit the bills on FORTNIGHTLY BASIS only. For instance, first bill for the period from 1st to 15th of any given month and the second bill for the period from 16th to the last working day of the month.

Payment will be released within 30 days from the date of submission of bills as per office record.

Bills for transportation shall be accompanied by Delivery Challans confirming receipt of consignment(s) by the consignee /customer in good condition and without any loss/physical damage to the cargo (clean consignment note ). Bills not to be accepted for payment without consignees' acknowledgement in the delivery challan. A set of shipping documents shall also be handed over to the consignee under written acknowledgement on LR.

**TAXES :**

Taxes/GST will be payable extra as per Govt of India rule.

**RISK PURCHASE**

Failure to place vehicle :

The successful transporter shall place requisite vehicle for loading as per our requirement and lift the consignment within 24 hours of written/verbal requisition failing which Rs 500 per day would be deducted from the bills. In the event of their failure to place required vehicles on time/arrange transportation, Balmer Lawrie & Co Ltd reserves the right to utilize the services of any other transporter without notice at the risk and cost of the contractor and to recover charges and expenses in excess of the contractual obligations , the work shall be completed at the risk of the contractor and cost through alternative source /arrangements. This will be without prejudice to the right of BL for any other action including termination.

For urgent consignment, vehicle to be placed within 12 hours of written/verbal requisition.

The transporter shall be entirely responsible for safe handling, security of goods while in transit and delivery in good condition. The cost of the damage if any will be recovered from the transporter, irrespective of whether the company has insured the consignment against such loss or not. Tarpaulin cover to be provided for each load. The transporters bidding shall be covered by Motor Vehicle Act and Age of Vehicle placed for cargo delivery to be less than 15 years of age.

#### **CONSIGNMENT LOST IN TRANSIT :**

When a consignment is lost in transit and not delivered to the consignee within a reasonable period of time, the responsibility for loss of such consignment would entirely lie on the transport carrier. The value of such loss to the company, shall be entirely payable by the transport carrier and shall be recovered out of the pending freight bills of the carrier, irrespective whether the company has insured the consignments against such loss or not. It would be entirely at the company's discretion, whether to file a claim on Insurance Company for such loss or not. In other words carriers would be fully responsible to make good such loss to Balmer Lawrie & Co Ltd.

#### **CONFIDENTIALITY**

Your appointment is subject to strict confidentiality being maintained with regard to all the tasks assigned to you, and if it is found that there is any breach of confidentiality clause, the company may immediately terminate the contract and company's decision in this regard will be final and binding.

#### **FORCE MAJEURE**

The contract is subject to force majeure conditions like war, riot, strikes, lock out, accidents, fires, tempest, flood, Government orders or restrictions imposed by Government and/or causes beyond the control of BL/ Contractor. Transporter to give immediate intimation to the company on occurrence of such Force Majeure Conditions with specific details on date of commencement of such Force Majeure Conditions and documentary evidence ( FIR etc) thereof , anticipated duration of the same and the nature of such Force Majeure Conditions.

#### **TERMINATION OF CONTRACT**

The Company reserves the right to accept or reject any tender without assigning any reason thereof. Bids of any bidder may be rejected if a conflict of interest between the bidder and the Company is detected at any stage.

The company also reserves the right to terminate the contract for unsatisfactory performance, dissemination of information, or for any other reason in the event of which you shall not be entitled to any compensation whatsoever.

#### **RIGHT OF ACCEPTANCE / REJECTION**

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

#### **ARBITRATION**

Any dispute or difference whatsoever arising between the parties out of or relating to the construction, interpretation, application, meaning, scope of operation or effect of this contract or the validity of the breach thereof, shall be settled by arbitration in accordance with the Rules of Arbitration of the "SCOPE Forum of Conciliation and Arbitration" and the award made in pursuance thereof shall be binding on the parties. The award of the Arbitrator so appointed by the Chairman and Managing Director, Balmer Lawrie & Co. Ltd shall be final and conclusive and binding on all parties to the agreement subject to the Provisions of the Indian Arbitration Act 1940 and the rules there under and any statutory modification or re-enactment thereof deemed to apply to the Arbitration proceedings under this clause.

The contract shall be governed by Indian Law, and subject to the exclusive jurisdiction of courts in Kolkata. Notwithstanding the existence of any arbitration in terms thereof, or otherwise the contractor shall continue and be bound to continue and perform the works to the completion in all respects according to the contract [unless the contract or works be determined by the Company] and the contractor shall remain liable and bound in all respects under the contract.

#### **PROCEDURE FOR ONLINE BID SUBMISSION**

Interested parties are requested to visit our e-procurement portal <https://balmerlawrie.eproc.in> and submit their bids online.

Bidders are required to submit hard copies of necessary document mentioned above under the clause Eligibility Criteria of the tender document (stamped and signed) to the Tender Inviting Authority before due date and time

of the Tender bid either personally or through courier or by post, and the receipt of the same within the stipulated time shall be the responsibility of bidder. The department shall not take any responsibility for any delay or non-receipt.

For registration and online bid submission bidders may contact HELP DESK of C1 INDIA PVT LTD (between 10am – 6pm), Contact Detail of C1 India is as follows. (Monday to Friday)

Contact Person	Email	Contact Number	Days
<b>Tirtha Das (Kolkata)</b>	<a href="mailto:tirtha.das@c1india.com">tirtha.das@c1india.com</a>	+91-9163254290	Monday – Friday
<b>Partha Ghosh (Kolkata)</b>	<a href="mailto:partha.ghosh@c1india.com">partha.ghosh@c1india.com</a>	+91-8811093299	Monday – Friday
<b>CH.Mani Sankar (Chennai)</b>	<a href="mailto:chikkavarapu.manisankar@c1india.com">chikkavarapu.manisankar@c1india.com</a>	+91-8939284159	Monday – Saturday
<b>Ujwala Shimpi (Mumbai)</b>	<a href="mailto:ujwala.shimpi@c1india.com">ujwala.shimpi@c1india.com</a>	+91-022-66865608	Monday – Friday
Helpdesk Support (Kolkata)	-	+91-8017272644	Monday – Saturday
<b>Escalation – 1 Tuhin Ghosh (Kolkata)</b>	<a href="mailto:tuhin.ghosh@c1india.com">tuhin.ghosh@c1india.com</a>	+91-8981165071	Monday – Friday

Registered vendors who do not have digital certificate would need to procure CLASS IIB or CLASS III (SIGNING and ENCRYPTION) from their own source from any Certifying Authority.

#### 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 Printed or posted Price Bid / offers shall be accepted. The Price bid to be strictly submitted on-line.
- Balmer Lawrie does not take any responsibility in case bidder fails to upload the documents within specified date & time of tender submission.
- 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.

#### CONTACT PERSON

For any clarification / queries you may please contact Shri Mohit Kumar – Dy Manager (Air Operation), Logistics Services Department, Balmer Lawrie & Co. Ltd., Kolkata - 700001, Phone : (033) 25123008

**Office Seal**

**Signature**

**Date :**

**Name**

**Designation**

1. Submission of credentials and Tender bids through e-mail or Fax will not be accepted.
2. Bids of any tenderer may be rejected if a conflict of interest between the bidder and Company(Balmer Lawrie) is detected at any stage.



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(A Government of India Enterprise)

लॉजिस्टिक्स सेवा विभाग/Logistics Services Division

21, नेताजी सुभाष रोड/21, Netaji Subhas Road

कोलकाता/Kolkata : 700 001.

**PRICE BID**

**TRANSPORTATION PRICE SCHEDULE (ANNEXURE-I)**

Sl No	Area No & Name	Address of ultimate consignee	No. of Shipment	Minimum Rate	Total	Upto 45 KGS	46-100 KGS	101-300 KGS	301-500 KGS	501-1000 KGS	1001 KGS & Above
1	ECL, Sonapur Bazari	Depot Officer, ECL, At: Sonpur Bazari Area Stores, PO: Bahula ( Haripur ), Dist: Burdwan, WB 713322	15								
2	ECL, Rajmahal	Depot Officer, ECL, At: Rajmahal Area Stores, PO: Barasimra, ( Near Mahagama, Godda ), Dist: Godda, Jharkhand- 814154	15								
3	ECL, Jhanjra Area	Depot Officer, ECL, At: Jhanjrai Area Stores, PO: Jhanjra, Dist: Burdwan, WB - 713375	15								
4	BCCL, Dhanbad	Depot Officer, BCCL, Regional Stores Block -II Area At: Baghmara, PO: Nadkharakee, Dist: Dhanbad, Jharkhand	15								
5	BCCL, Dhanbad	Depot Officer, BCCL, Central Stores, At & PO: Jealgora, Dist: Dhanbad, Jharkhand- 828110	15								
6	CMPDI, Ranchi	Depot Officer, CMPDI HQ stores, Gondwana Place, Kanke Road, Ranchi, Jharkhand- 834031	15								
7	CCL, Barkakhana	Depot Officer, CCL, Central Stores At & PO : NTS Barkakana, Dist: Ramgarh, Jharkhand- 829103	15								
8	CCL, Piparwar	Depot Officer, CCL, Regional Stores Piparwar, At & PO : Bachara, Dist: Chatra, Jharkhand- 829201	15								

9	NCL, Jayant	Depot Officer, NCL, Central Stores Jayant, PO: Jayant Colliery , Dist: Singarauli, MP-486890	15										
10	WCL, Kanhan	Depot Officer, Regional Stores , Kanhan Area, Western Coalfields Limited, Kanhan Area, PO:Dongaria, Dist: Chindwara , MP- 480553.	15										
11	WCL, Tadali	Depot Officer, Central Stores , Tadali, Western Coalfields Limited AtUrjagram, PO:Tadali, Dist: Chandrapur , MS-442406.	15										
12	SECL , Korba	Depot Officer, SECL, Central Stores, At & PO: Korba, Chhattisgarh, PIN - 495677	15										
13	SECL , Hasdeo	Depot Officer, Regional Stores, SECL, Hasdeo Area, Bijuri PO: Bijuri Colliery , Dist: Annupur, MP-484440	15										
14	MCL , Lakhanpur	Depot Officer, MCL, Central Stores Lakhanpur Area , PO: Bandhabahal, Dist: Jharsugda, Orissa - 768233	15										
15	MCL , Talcher	Depot Officer, MCL, Central Stores Jagganath Area , PO: Balanda Talcher, Dist: Angul, Orissa - 759116	15										
16	NECL , Assam	Depot Officer, Central Stores NEC , CIL , PO: MARGHERITA-786181, ASSAM	15										

NOTE : Applicable Tax/GST will be as GOI norm only.

INR Rate to be quoted on per kg basis in Cargo Slab.

Higher rate will be considered for payment between Minimum Rate and Cargo Weight Slab Rate.

**TRANSPORTATION PRICE SCHEDULE (ANNEXURE-II)**

Sl No	Area No & Name	Address of ultimate consignee	No of Shipment	Minimum Rate	Total	Upto 45 KGS	46-100 KGS	101-300 KGS	301-500 KGS	501-1000 KGS	1001 KGS & Above
1	CSIR-CIMFR/DHANBAD-BARWA ROAD	CSIR-Central Institute of Mining Barwa Road, Dhanbad – 826001, Jharkhand, India Gram : MINSEARCH, DHANBAD	15								
2	CSIR-CIMFR/DHANBAD-DIGWADHI	CSIR-Central Institute of Mining & Fuel Research, Digwadih Campus, PO: FRI, Dhanbad-828108, Jharkhand, India	15								
3	CSIR-CIMFR/Bilaspur Research Centre	CSIR- Central Institute of Mining & Fuel Research, 27 KholiChowk, Post Box No. 41, Bilaspur- 495 001, Chattisgarh, India	15								
4	CSIR-CIMFR/Nagpur Research Centre	CSIR- Central Institute of Mining & Fuel Research,(Mining Technology)3rd Floor, MECL Building, Dr.AmbedkerBhawan, Seminary	15								
5	CSIR-CIMFR/Nagpur Research Centre	CSIR-Central Institute of Mining & Fuel Research.(Fuel Science), 3rd floor,Telenhedi area,civil line, Nagpur-440001	15								
6	CSIR-CIMFR/Ranchi Research Centre	CSIR-central Institute of Mining & Fuel Research. P.O namkum, Ranchi-831010, Jharkhand	15								
7	CSIR-CIMFR/Roorkee Research Center	CSIR-Central Institute of Mining & Fuel Research, CBRI Campus, Roorkee-247667, Uttraknahd, India	15								
8	IIT-ISM/DHANBAD	Police Line Sardar Patel Nagar Hirapur, Dhanbad Jharkhand	15								

NOTE : Applicable Tax/GST will be as GOI norm only.

INR Rate to be quoted on per kg basis in Cargo weight Slab.

Higher rate will be considered for payment between Minimum Rate and Cargo Weight Slab Rate.



**UNLOADING PRICE SCHEDULE (ANNEXURE-III)**

SL NO	LABOUR CHARGES FOR UNLOADING OF CARGO AT DESTINATION	
	WEIGHT SLAB (KGS)	RATE PER CONSIGNMENT BASIS (Rs)
1	46-100	
2	101-300	
3	301-500	
4	501-1000	
5	1001-3000	

NOTE : Applicable Tax/GST will be as per GOI norm only.

Unloading charges are required for the sectors (Delivery Location ) mentioned in Annexure II only.

Cargo weighting upto 45 kgs must be unloaded at no extra cost.