

BALMER LAWRIE & CO LTD
Greases & Lubricants
P-43, HIDE ROAD EXTENSION
KOLKATA – 700 088

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Tender No. : GLK/TE17 /029 dated April 25, 2017
Due Date : May 18, 2017 ; 15.00 hrs IST

Electronic bids are invited from manufacturer for additive for API CF4 Diesel Engine Oil_as per technical specifications and terms and conditions as follows :

1.0 Technical Specifications

Additive Category	Specifications to be met
Engine Oil : API CF4	API CF4, IS:13656-2014(2nd Rev) TYPE EDL4 , TBN 10 MINIMUM

2.0 Quality Assurance

All supplies made shall be accompanied by test certificate conforming to above specification. Issue of test certificate will not prejudice our right to carry out further checks and decide whether the material supplied is meeting our specification. The vendor shall be responsible for quality assurance for the material. The vendor shall use proper operating practices to ensure all quality parameters so that supplies meet the requirements as specified in the tender.

Vendor shall take back all rejected material due to whatsoever reasons, within 3 (three) working days of informing the same. In case the vendor fails to do so, BL shall have right to dispose of the defective material at the risk and cost of the supplier.

3.0 Quantity : 64 MT, packed in barrels

Kolkata : 16 MT
Silvassa : 40 MT
Chennai : 08 MT

4.0 Delivery Schedule

Delivery Schedule	Kolkata	Silvassa	Chennai
Within June 15, 2017	5 MT	14 MT	3 MT
Within August 15, 2017	5 MT	13 MT	2 MT
Within Oct 15,2017	6 MT	13 MT	3 MT

The above dates are tentative and may change as per production requirement. However call up will be given from individual plant and materials are to be supplied within 15 (fifteen) days from the date of call up in case of Kolkata / Chennai and ten (ten) days in case of Silvassa Plant.

- 5.0 Offer Validity : The offer must be valid for out acceptance for 30 days from the due date of the tender.
- 6.0 Earnest Money Deposit (EMD) & Security Deposit (SD)
- 6.1 The bidder shall furnish a sum of Rs. 2,00,000.00 (rupees two lakhs only) as Earnest Money Deposit (EMD) along with the bid against tender by a/c payee pay order / demand draft / non revocable bank guarantee (as per format prescribed in the tender) from Schedule 'A' bank in favour of **Balmer Lawrie & Co. Limited** payable at **Kolkata**. The earnest money deposit of the unsuccessful bidders will be refunded after finalization of the order. Earnest money deposit of the successful bidder will be retained till security deposit is received at our end. Tenders submitted without EMD shall be rejected. EMD shall not bear any interest. The Bank Guarantee for EMD shall remain in force for the validity period of the offer and shall be extendable on request made by BL prior to expiry of the Bank Guarantee.
- 6.2 Public Sector Enterprises and MSME / Small scale units registered with National Small Scale Industries Corporation (NSSIC) are exempted from payment of earnest money deposit. Small scale units registered with MSME / NSSIC should enclose a copy of their valid registration certificate to make their bid eligible for consideration.
- 6.3 The successful bidder shall submit within 10 days of issue of LOI / PO an interest free security deposit (SD) towards the satisfactory execution of the order. SD shall be 3.0 % of the total order value. Failure to submit SD shall entitle BL to the right to cancel the order without further recourse to the bidder and forfeit the EMD. SD can also be furnished by a Bank guarantee on a schedule 'A' bank, in the format prescribed in the tender. The SD shall be released after completion of the contract period, subject to satisfactory performance. Failure to comply with the requirements of the order during execution of the order shall make the SD liable for forfeiture.
- 6.4 Successful bidders who have payment due from BL may also seek to furnish the SD against supplies made. In such case, the bidder shall give an undertaking that the amount equivalent to the SD shall be held back from the amount payable toward supplies made. Amount payable will include all amounts due for payment / due to become payable, at the time of furnishing the SD.
- 7.0 Payment Terms : 100 % payment along with all taxes and duties shall be payable after 30 days from the date of receipt of material at our works.
- 8.0 Part Order / Split Order

There will be no part / split order. The entire quantity will be given to location wise L1 bidder only. The L1 rate will be arrived based on nett landed cost after considering cenvat benefit and treat level.

9.0 Risk purchase

Without prejudice to other provisions in the tender, in the event of the vendor failing to supply within the 7 days of issuance of call-up by e-mail/fax, BL shall have the right and option to procure the product from alternate sources, at the risk and cost of the vendor, without further intimation and the differential cost will be recovered from the pending invoice(s) of the vendor.

Thanking you,

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

(Subimal Ghosh)
Executive (Central Procurement)

CONDITIONS FOR ONLINE BID SUBMISSION

1.0 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.

2.0 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>

3.0 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.

M/s C1 India Pvt Ltd.
C104, Sector 2, Noida - 201301

Contact person :

Ritabrata Chakraborty (Kolkata)

Cell : + 91 97487 08094
e-mail : ritabrata.chakraborty@c1india.com

4.0 Submission of Hard copies

Before submission of bid online, the bidders are requested to submit the technical literature indicating treat level through courier / e-mail so as to reach us before opening of tender on-line.

5.0 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 in the e-Procurement platform. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

6.0 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