



BALMER LAWRIE & CO. LTD.

WAREHOUSING & DISTRIBUTION

P-43 Hide Road Extension, Kolkata-700088.

Phone No. 24506824 / 24506816

Fax No.-2449-8355

E-mail No : jena.s@balmerlawrie.com

e- TENDER NO: BL-WD-KOL/Electrical Revamping /17-18

DATED: 01.09.2017

TECHNICAL / COMMERCIAL BID

Tender Document

RAVAMPING OF INCOMING POWER LINE AT WD-HRC, KOLKATA-700088.

DUE DATE FOR SUBMISSION

11.09.2017 BY 3.00 P.M.

BALMER LAWRIE & CO LTD.
Container Freight Station
P-3/1, Transport Depot Road
Kolkata-700088
Phone No. 24506824 / 24506816
Fax No.-2449-8355
E-mail No : jena.s@balmerlawrie.com

NOTICE INVITING TENDER

TENDER . NO.: WD-HRC-KOL/ELECTRICAL **DATE-01.09.2017**

SUB: RAVAMPING OF INCOMING POWER LINE AT WD-HRC, KOLKATA-700088.

Online tenders in Single Bid System are invited from Company's registered Electrical Contracting agencies having **PF and ESI registration** for their undertaking the above subject works as per **Annex-I** and to quote bidders competitive price as per BOQ attached as **Annex-II** .

You are required to submit your online offer in a sealed envelope super scribing the Name, due date of tender submission and your quotation complete in all respect should reach us latest by 3.00PM on **01/09/2017**.

Thanking you.

Yours truly,

For Balmer Lawrie & Co Ltd

[Sandeep Jena]
Dy.Manager [WD]

Note : Offer must be sealed envelope. Open offer or offer through Fax or email will not be considered.

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NOTICE INVITING E-TENDER

On line bids in **Single Bid** System are invited from the reputed and experienced Vendors , who fulfill the eligibility criteria mentioned elsewhere in the tender document under the Heading “General Terms & Conditions” , for undertaking the subject contract for RAVAMPING OF INCOMING POWER LINE AT WD-HRC, KOLKATA-700088.

Tenderers are advised to download Notice Inviting Tender along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in>. The tender has to be submitted online.

The scanned copies of other required documents in support of bidders’ credentials are to be uploaded along with the tender documents through the appropriate link.

S. No	Description	Details
1	Name of Work	RAVAMPING OF INCOMING POWER LINE AT WD-HRC, KOLKATA-700088
2	Tender No	e- TENDER NO: BL-WD-KOL/Electrical Revamping /17-18
3	Validity Of Offer	60 days from the date of opening of the price bid
4	Contract Period	45 days.
5	EMD	Rs. 3,000.00
6	Downloading / Submission of Tender :	
	a. Starts on	01.09.2017
	b. Closes on	11.09.2017
7	Opening of Tenders	On or after due date and time for submission.

1. LIST OF DOCUMENTS TO BE UPLOADED

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

- a. Power of Attorney 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 company/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. Income Tax PAN number
- d. Service Tax Registration number
- e. Chartered accountant’s certificate or Audited / Certified Balance sheet and Profit and Loss account of tenderer’s company for last two years
- f. Certificate from bankers about financial soundness.

2. VERIFICATION OF DOCUMENTS

- a. Tenderers or their authorized representative will be required to come to our office **POSITIVELY** as intimated along with all original documents, scanned copies of which have been submitted with the e-tender towards ascertaining their qualification.
- b. Failure on part of the tenderer to report on specified date and time for paper verification may result in rejection of the tender submitted by them without further communication.

e- TENDER NO: BL-WD-KOL/Electrical Revamping /17-18

- c. Tenderer should be in a position to produce all the original documents and/or any other information on dates as intimated or as and when required by Balmer Lawrie.
- d. Incomplete Tenders are liable for rejection without any further communication to the tenderer and decision of Balmer Lawrie in this respect will be final.
- e. Any party submitting the false or forged documents may be Black Listed EMD could be, forfeited work could be , cancelled , criminal prosecution or any other action as deemed fit may be initiated.
- f. Balmer Lawrie reserves the right to reject any or all tenders without assigning any reasons whatsoever.

SPECIAL INSTRUCTIONS TO THE BIDDER FOR PARTICIPATING IN E-TENDER

Tenderers are advised to download Notice Inviting Tender along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in> Interested parties have to submit an interest free EMD of Rs.3,000/- (**Rupees Three Thousand only**) by Demand Draft/Pay Order at our above address. In case of MSMED vendors, Certificate of MSME must be submitted in hard copy for considering their exemption from EMD. The DD/PO for EMD should be drawn in favour of BALMER LAWRIE & CO LTD on any Scheduled Bank, payable at Kolkata. Copies of the instruments (DD/PO) evidencing payment of EMD or MSME Certificate should be scanned & uploaded before bidding. The physical original instruments/drafts should reach our above address prior to due date and time. In case the Bidders intend to submit any additional supporting documents, the same can be submitted in physical form at our above address. Documents of only those bidders shall be entertained who are bidding on-line. UNDER NO CIRCUMSTANCES PRICE BID SHALL BE SUBMITTED IN PHYSICAL FORM.

Balmer Lawrie & Co. Ltd. has developed a secured and user friendly system which enables Vendors/ Bidders to Search, View, Download tenders directly and also, enables them to participate & submit Online Bids on the e-tendering site <https://balmerlawrie.eproc.in> in a secure and transparent manner which maintains confidentiality and security throughout the tender evaluation process.

1. Procedure to submit On-line Bids

For this purpose, Vendors/Bidders are advised to read the instructions available in the homepage of the portal <https://balmerlawrie.eproc.in> where detailed procedure for submission of bids is available under the option / link "*Bidding Manual*".

1.1 Registration with e-procurement platform

For registration and online bid submission bidders may contact HELP DESK of C1India Pvt., Ltd. details of which is available at our web-site mentioned above or they can register themselves online by logging in to the website through <https://balmerlawrie.eproc.in>

Bidder may contact the following resource persons for any assistance required in this regard.

HELPDESK NOS ARE OPEN BETWEEN 1000 HRS to 1830 HRS IST

(MONDAY TO FRIDAY (Exclusions: Balmer Lawrie HOLIDAYS))

OFF HOURS & HOLIDAY SUPPORT

Helpdesk Team would be reachable in their mobiles during off hours and on holidays. Please refer contact us for resource-wise mobile nos.

Please email your issues before your call helpdesk. This will help us serving you better.

Contact Nos. and email IDs for Balmer Lawrie helpdesk officers

Balmer Lawrie & Co LTD. , 21, Netaji Subhas Road,
Kolkata-700 001

Balmer Lawrie e-Tendering Support Staff:

Nodal officer [For Escalation]:

C1 India

Mr. Ritabrata Chakraborty (PM),
Contact Details:+91 8697910411,
E-mail-[ritabrata@chakraborty@
c1india.com](mailto:ritabrata@chakraborty.c1india.com)

Name	E-mails	Phone Numbers
1. Mr. Tuhin Ghosh	tuhin@ghosh@ c1india.com	+91-8981165071
2. Mr. Tirtha Das	tirtha@das@ c1india.com	+91-9163254290
3. Mr. Ravi Gaiwal	ravi@gaiwal@ c1india.com	+91-022-66865633
4. Mr. Ujjal Mitra	ujjal@mitra@ c1india.com	+91-8986678058

close

1.2 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.

2. 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 Bids / offers shall be accepted.
- Balmer Lawrie does not take any responsibility in case bidder fails to upload the documents within specified time of tender submission.
- Balmer Lawrie will not be responsible for any delay under any circumstances for non-receipt of Tenders/ submission of filled in tender documents by due date & time.
- 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.

3. Filling of Tender Documents

- 3.1 The tenderers are requested to carefully study all the tender documents and tender conditions before quoting their rates.
- 3.2 The tender must be strictly in accordance with the terms and conditions and specifications laid out in the tender.
- 3.3 Any terms and conditions given by the tenderer in their offers will not be binding on Balmer Lawrie.
- 3.4 The sole proprietor or authorised representative shall sign all documents that needs to be uploaded. When the person signing the documents is not the sole proprietor / authorised representative of the company, the Power of Attorney authorizing such person to act and sign on behalf of the company must be scanned and uploaded and produced later on for verification by Balmer Lawrie.

Scope of Work

The tender is meant for Electrical Revamping Jobs at Warehousing Unit of Kolkata at P-43, Hide Road Extension, Kolkata-700088 through various steps of works/ jobs as briefed in BOQ. All job needs to be undertaken complying the BOQ specifications, Special Conditions of contract, Technical Specifications and General Terms & Conditions mentioned in the NIT/Tender Document.

The Scope of work of this tender consists of providing material, equipment, plant & machinery, labour, scaffolding ,transport, tools and tackles, required services etc for the above mentioned subject works , as described in special condition of contract, specifications, Priced schedule and as mentioned elsewhere in this tender.

The above work will be taken up on Turnkey Contract basis, including Designing, Manufacturing, Testing, Supplying & Installation and commissioning of a floor mounting free standing, compartmentalised cubical type LT panel board with all materials, tools & machineries, manpower and transportation of materials etc. as required.

Vendor would get the Design & Drawing of the offered Panel approved by BL prior to commencement of manufacturing.

SPECIAL CONDITIONS OF CONTRACT

1. Only experienced electrical team lead by licenced supervisor (Licence obtained from Directorate of Electricity or equivalent) should be engaged for executing the electrical jobs as per the schedule and under instruction of Officer-In-Charge.
2. All work must be done in compliance with respective IS code of practice and relevant IE rule in vogue..
3. Only Gloster/ National or equivalent approved make of cable with IS stamp shall be supplied and installed.
4. MCCB shall be Siemens/ABB/Schneider/C & S make.

TECHNICAL SPECIFICATION FOR LT PANEL

- Floor mounting LT Switch Control Panel shall be comprising of 1 no. of 250 A, 4-pole MCCB incomer, 2 nos. of 100A, 4-pole MCCB outgoing, 4 nos. of 63A, 4-pole outgoing switches. The Control panel shall have cable duct on both sides and cable termination arrangements with 1ni. Of suitable rated Ampere Meter., Volt Meter, Indicator Lights for all three phases etc.
- The LT Panel shall be made of 14SWG, CRCA sheet for load bearing & 16 SWG CRCA sheet for non-load bearing suitable for 415V, 50Hz, A.C 3-Phase and neutral system .

General Terms & Conditions of contract

[1] All works shall be carried out in line with the Schedule of Job, site conditions, Technical Specifications, Special Conditions of Contract and General Terms & Conditions and as per instructions of Officer-In-Charge.

[2] Job shall be carried out without hindrance to normal operation /functioning to business activity there. Job shall be carried out on working days as well as on Sundays and Holidays and no extra charges will be paid for the same.

[3] Contractor will be responsible for damaging any property of the company or stored materials and in case damage/loss of Company due to contractor's fault/negligence the cost of damage will be recovered besides suspension of work.

[4] Safety Clause

- A.** a) The contractor and his workers must strictly take all safety precautions and shall supply to his workers dependable safety appliances like hand gloves, safety boots, safety belt, safety helmets, duster cloth, dust mask/nostril filter etc. In addition to this, contractor shall also provide additional safety appliances as per requirement and follow safe working practices like using fully insulated electrode holders etc. He shall also ensure that his workmen intelligently use only dependable safety appliances supplied to them.
- b) The contractor shall take adequate safety precaution to prevent accidents at site. The contractor shall also ensure that his employees observe the statutory safety rules and regulations and also those laid down by the employer from time to time and promptly submit report of accident and state the measures taken by him to prevent their recurrence and also keep the employer indemnified of all claims arising out of such accidents.
- c) No Workmen shall be engaged on the work without proper safety induction and without using required PPE. Use of safety helmet and shoe is must excepting in painting works where shoe will not be used.
- d) All workmen employed within Balmer Lawrie site should be in sound and intoxicated health condition. Balmer Lawrie may ask for a health certificate of any workmen employed by Contractor at site anytime before/during/after execution of job at site.

List of safety violations and penalty clause for the same

B. The list of safety violations have been classified in the following categories :

Category	Details of Violation
Minor violation	Annexure-1
Subsequent-Minor violation	Annexure-1
Major violation	Annexure-2
Subsequent-Major violation	Annexure-2
Fatal / Permanent disability	High risk violations / Lapses leading to Fatality / Permanent disability

1. The safety standards & rules are to be strictly adhered to. Any non adherence to the Safety stipulations will be termed as violation.
2. Annexure – 1 & 2 are enclosed herewith.
3. Some of the common violations as given in Annexure-1 and Annexure-2 are illustrative and non exhaustive. However, BL executive may identify job specific instructions on case to case basis and non adherence to such instructions will be treated as violation.

4. Decision of BL for any fine/penalty shall be final and binding to the Contractor in this regard.

C. The penal actions for different types of violations will be as under :

Category	Description of violation	Penalty per violation
Minor	As listed in Annexure-1	Rs.500/-
Subsequent-Minor	As listed in Annexure-1	Rs.1000/-
Major	As listed in Annexure-2	Rs.5000/-
Subsequent-Major	As listed in Annexure-2	Rs.10,000/-

Fatal / Permanent disability	High risk violations / Lapses leading to Fatality / Permanent disability	*Rs.1,00,000/- or 10% of contract value whichever is lower. ** Enquiry to be conducted & further action to be taken as per recommendations of the Committee
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MODE OF DEDUCTION OF PENALTY

1. In case of Minor violation and every subsequent violation a sum of Rs.500/- and Rs.1000/- respectively (Limited to 10% of contract value) will be deducted from the bill of the contractor as penalty on the direction of Executing Authority to the Finance Deptt for deduction from the bill/Security Deposit of the contractor & Safety Officer/Unit HR Head will be intimated.
2. In case of major violation a sum of Rs.5000/- for 1st violation & Rs.10,000/- for every subsequent violation (Limited to 10% of contract value) will be imposed by Executing Authority to the within 3 days of violation and direct Finance Deptt for deduction from the bill/Security Deposit of the contractor accordingly & Safety Officer/ Unit HR Head will be intimated.
3. In case of violation leading to fatality / permanent disability, the Unit Head will impose fine of Rs.1,00,000/2,00,000 (Depending on the case) or 10% of the contract value whichever is lower on the contractor. To be imposed upon recommendation of Safety Committee and direct to Finance Deptt for deduction from the bill/Security Deposit of the contractor accordingly

ANNEXURE - I

MINOR VIOLATIONS

1. Unauthorized entry in hazardous location.
2. Proper ladder/steps not provided for Ascending/descending
3. Shuttering not done (below 2 mtr. Level) of excavation
4. Over handing burden in pit not removed in excavation
5. Power cable clamed with G.I. wires to post/pillar
6. Power cable tied on reinforce rod/structure without proper insulation
7. Loose connection taken from board without board plug
8. Fitness certificate of cranes/hydramac/heavy vehicles not available
9. Rolling/lifting of cylinder/dragging on the ground (without cage);
10. Crane rope condition not ok
11. Rope of crane not clamped properly
12. Not wearing safety helmet/ Reflector jacket at site
13. Working in slippers/barefoot
14. Hand gloves not used
15. Gas cutting without goggle
16. Welding with non-standard holder
17. Welding machine earthing (double body earthing) not done;
18. Welder/ Gas cutter must wear cotton/ leather clothing. No nylon/synthetic dress allowed.
19. LPG Cylinder date expiry/over
20. Gas hose pipe clamping done by wires;
21. Loading/unloading of cylinder-cushion not given
22. Condition of hose pipe not good
23. Working with leaking cylinder
24. Using non power cable instead of welding cable
25. Not putting road block/ red flags /stopper
26. Working without work permit/shut down;
27. Taking shelter behind Electrical panel
28. Not having proper gate passes /other area passes
29. Use of damaged slings/tools/ropes
30. Hand grinders/mixer machines without guard
31. No indicator light/brake light on vehicles;
32. Truck side pane/broken not ok
33. Dropping/Spillage of material on the road
34. Over speeding)violation of speed limits)
35. No indicator light/brake light on vehicles.
36. Talking with cell-phone while driving;
37. Truck carrying powdery material without Tarpaulin;
38. Stock protruding out of the truck body; ;

ANNEXURE – 2

MAJOR VIOLATIONS

1. Using bamboo/or other non standard material for scaffolding.
2. "Permit to work" not obtained for Hazardous jobs.
3. Scaffolding planks not tied properly
4. Throwing/dropping of material from height;
5. Working at Height without Height pass

6. Non Use of Full Body Harness for work at Height (Roof sheet changing, Painting, Maintenance jobs etc)
7. Absence of supervisor at work in Hazardous Area, Confined space & Height working
8. Unguarded floor opening/ barricading excavation pits.
9. No top cover in power distribution board.
10. Railings not provided on working platforms
11. Non anchorage of life line (Lanyard)
12. Welding screen/Face shield, welder gloves not used;
13. Dismantling of structure without authorized plan
14. Driving vehicles without valid driving licence;
15. Driving in intoxicated condition

D. For undertaking the job , contractor shall take all precautionary measures for safety and security of their own materials as also keep his workman & labour team away from any materials and belongings of company lying in the open or covered space within the compound of the company.

[5] All tools and tackles required for the job shall be arranged by the contractor at their own cost and should be kept under their own custody and all scaffolding for materials lifting and workmanship shall be at the cost of contractor only.

[6] Workmen engaged by the contractor should be covered by ESI or else an amount @ 6.5% of labour component of bill value or 1.625% of the composite bill will be deducted from its bill payable to the contractor.

[7] Insurance coverage for any damage/accident caused during execution of the work to be arranged by the contractor as per statutory rules.

[8] No price escalation in the scheduled item rates for cost of materials / labours hire charges shall be entertained during tenure of contract.

[9] Idle labour if any, for any unavoidable circumstances shall not be entertained.

[10] Overall L-1 bidder shall be considered as L-1 vendor.

[11] **STATUTORY OBLIGATIONS :** It shall be responsibility of the contractor to ensure that he conforms to the various provisions of the statutory Acts like Contractor labour (Regulation & Abolitions) Act 1970 / Employees Provident Fund & Miscellaneous Provision Act 1952 / Employees State Insurance Act 1948 / Minimum Wages Act 1948 / Payment of wages Act 1936 / Workman's Compensation Act 1023 etc. in respect of contract labour to be engaged by him. He shall also indemnify the Company against all losses/ claims in respect of injuries to any contract labour engaged by him or physical damage to any Company property whatsoever, arising out of the execution of the work/carrying out of the contract. The contractor shall also indemnify the Company against losses arising on account of non-compliance of the statutory provisions or for any reason whatsoever in respect of the various Acts mentioned below or any Act not mentioned hereunder:

- Contract labour (Regulation & Abolitions) Act 1970
- Employees Provident Fund & Miscellaneous Provision Act 1952
- Employees State Insurance Act 1948

- Minimum Wages Act 1936
- Workman's Compensation Act 1023
- Payment of Bonus Act 1965.

[11] **Completion**

Job has to be completed in all respect with 45 days of handing over the site after issuance of Work Order.

[12] **Taxes & Duties** : Rates shall be inclusive of all taxes & duties but except for GST which shall be paid by us (i.e Balmer Lawrie) extra at the prevailing rates for the same.

[13] **Price Variation**

- a) The price should be firm and irrevocable and not subject to any change whatsoever even due to increase in cost of materials, components and labour cost till the validity of the contract period.
- b) The quoted rates shall be kept valid for acceptance for a minimum period of 60 days from the last date for submission of tender

[14] **Payment:-**

95% within 15 days submission of bill along with jointly certified measurement sheet.

5 % shall be withheld for 12 months period from the date of completion of work.

[15] **Risk & Cost** : The job has to be completed as per schedule jointly decided by Balmer Lawrie with the awardee and if they fail to maintain the agreed schedule , the balance work shall be off handed by hiring a contractor at company's choice at the risk and cost of the awardee. Further in case the quality of the executed job is not to the satisfaction of the Company and the Contractor does not set right or redo the job within a reasonable time of the contract period, Company reserves the right to get the work redone at the risk & cost of the awardee.

[16] **Delay Penalty**: In case of delay in execution of the contract from the date of handing over the site, a penalty @1% per week subject to a maximum of 10% of the tender value shall be deducted from the final bill value as the case may be.

[17] In case of any terms or clause given by the tenderer are found to be conflicting the interest of the company (i.e. BL) the same shall be liable to be rejected by the company.

[18] **Guarantee**: Entire job shall be guaranteed for one year from the date of completion.

DECLARATION

Having examined the tender documents, we have understood the terms & conditions indicated in the e-Tender No : BL-WD-KOL/Electrical Revamping /17-18 and hereby confirm our acceptance of the same.

Place :

Signature of Tenderer

PARTICULARS OF THE TENDERER'S ORGANISATION

S. No	Description	Tenderers Details
1	Name of the Tenderer	
2	Address of the Registered Office	
3	Address of the branch / office quoting against the Tender	
4	Year of commencement of business	
5	Whether Sole Trader/ Partnership / Private Limited Co., or Public Limited Co./ LPP	
6	Registration No. (Under companies Act)	
7	Whether copy of Incorporation /Registration certificate from ROC(Registrar of company) uploaded	
8	Income Tax PAN no.	
9	Whether copy of PAN enclosed	
10	Whether copy of latest Income Tax Return uploaded	
11	GST Registration. No.	
12	Whether copy of GST Registration certificate Uploaded	
13	Name of the Banker	
14	Whether registration under MSMED act	
15	In case registered under MSMED provide registration number and copy of registration certificate.	
16	In case of MSME vendor, mention if they fall under SC/ST Category. Provide Certificate of SC/ST if applicable.	

ANNEXURE-II : PRICE BID –BOQ

RAVAMPING OF INCOMING POWER LINE AT WD-HRC, KOLKATA-700088.					
Sl. No.	Description	Qty	Unit	Rate	Amount
1	Supply & Installation of Floor Mounting LT Switch Control Panel for Warehousing unit at Hide Road Complex as per details given in Technical specification sheet above.	1	No		
2	Providing and laying 1.1 KV grade , 4–Core, 120Sq.mm Aluminium Conductor Armoured Cable for drawing new power line from GDK unit to Warehousing unit at Hide Road Complex..	220	Mtr		
3	Cost of necessary earth trench cutting & restoration, providing and fixing MS Angle or other structural support along wall or crossing of road etc.	50	Mtr		
4	Cutting of Bituminised or Concrete floor/yard for laying of underground power cables through GI pipes in crossing paved road/storing yard etc. as required.	170	Mtr		
5	Termination of cable ends with suitable conducting socket for connecting the laid cable to switches at LT Source Panel ends of the cable on one side at GDK division and Floor mounting new Electrical Panel near Dock Leveller at Warehouse unit. Termination to be done with proper crimping/ jointing compounds etc.	2	set		
6	Providing and laying 50mm dia G.I pipe for protection of cable. (Approved make: Tata/ Jindal or equivalent ISI conformed.)	10	Mtr		
7	Providing and installation of GI Earth Station with masonry earth check pit. Cost to include cost of all materials like 50mm dia, 3 M long GI pipe, Funnel, Charcoal, Salt etc and all labour , tools and tackles.	2	Set		
8	Providing and fixing of Al Earth strip/conductor of 25mm X6mm	50	Mtr		
	TOTAL				