

**BALMER LAWRIE & CO. LTD.**  
**SBU : GREASES & LUBRICANTS**  
**P-43 HIDE ROAD EXTENSION KOLKATA 700088**

Enquiry No: GLK/TE18/0254

Date: 25.10.18

**E-TENDER ENQUIRY**

**Due on: 03.11.18 AT 12:00 hours**

Dear Sirs,

Online bids are invited for supply of 8 MT [+/- 20%] of Polyalphaolefin 40 [PAO 40] packed in good quality MS barrels for Silvassa plant as per following specifications:

**PAO 40**

Sl.No.	Characteristics	Specification	
		Min	Max
1	Appearance	Clear, bright & odourless	
2	Colour (ASTM D 1500)		<0.5
3	Specific Gravity at 15 Deg C	To Report	
4	Kinematic Viscosity at 40 deg C, cSt (ASTM D 445)	380	620
5	Kinematic Viscosity at 100 deg C, cSt (ASTM D 445)	38	72
6	Viscosity Index, (ASTM D 2270)	140	
7	Flash Point Deg C, Min (ASTM D 92)	250	
8	Pour Point Deg C (ASTM D 97)		(-) 36
9	Total Acid no mg KOH/g (ASTM D 974)		0.1
10	Water, ppm,max		50

Your offer should be on door delivery basis clearly specifying Basic Price, freight (if any) , GST etc.

**Delivery Schedule:** Material should reach our G&L Silvassa plant within 2/3 days from the date of receipt of PO/Call up / LOI. Bidder(s) who can fulfill the given delivery schedule are only considered for price bid evaluation.

**Earnest Money Deposit (EMD) and Security Deposit (SD)**

Tender must be accompanied by EMD of Rs 15,000/- [Rupees fifteen thousand only] by Bank Draft or Pay Order drawn in favour of BalmerLawrie & Co. Ltd. Payable at Kolkata. No interest will be payable on EMD. Offers not accompanied with EMD will not be considered. Payment by cheque will not be accepted. The EMD will be returned to unsuccessful bidder within 7 days of placement of order. EMD of the successful bidder shall be converted into Security Deposit.

Micro & Small Scale manufacturing units registered with MSME/ NSIC are exempted from payment of EMD. However they should enclose a copy of their valid registration certificate to make their quotation eligible for consideration.

**Provisions for Micro , Small and Medium Enterprises ( MSME ) :**

- a) Qualification Criterion : MSME vendor must confirm that UAN No has been uploaded on CPPP website as required by minister vide circular no F:No21(17) / 2016 dated 06.04.18 for qualifying to be considered as MSME vendor under this tender.
- b) Price Preference for MSME vendors : Participating Micro and Small Enterprises quoting price within price band of L1+15 per cent shall also be allowed to supply a portion of requirement by bringing down price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprises. Such Micro and Small Enterprises shall be allowed to supply up to maximum 20 per cent of total tendered quantity for the grade at the respective plant subject to assessment of operational feasibility by tendering authority.

**Validity:** Your offer should be valid for our acceptance for a minimum period of 30 days from the due date unless specified otherwise.

**Payment terms:** 30 days from date of receipt of material.

**Bid Evaluation Criteria :** Lowest landed rate quoted in e-tender (fulfilling our delivery schedule ) by the participating bidder will be considered as L1 vendor. 100% tender quantity will be allotted to the L1 vendor.

**SUBMISSION OF OFFER**

You have to submit your offer online for “**Tender Enquiry No. GLK/TE18/254 Dated:25.10.18** supply of “Polyalphaolefin40 [PAO 40]”in confirmation of acceptance of the tender terms & conditions.

Each page of the tender document shall be stamped and signed by the authorized representative of the bidder and must be submitted along with their offer in acceptance of tender terms and conditions. Deviation, if any, must be recorded in Deviation Sheet of the Tender.

Offers received from related companies (definition of related companies as per Company Act of 1946 in India shall apply) shall be considered as one offer.

Addenda / Corrigendum :

Any amendment / corrigendum, as and when required, will be uploaded only on the website of the company [www.balmerlawrie.com](http://www.balmerlawrie.com) and BL e-proc site, <https://balmerlawrie.eproc.in> where this tender is floated and interested vendors should regularly visit these websites for updating.

**Note:**

**1.Quality Assurance:** Any defective supply reaching our works shall be taken back by the vendor within 7 days of informing after the same is intimated. Replacement supply to be made within 7 days.

Please note that bid of any bidder may be rejected if a conflict of interest between the bidder and the Company is detected at any stage.

Thanking You

Yours Faithfully  
for **Balmer Lawrie & Co. Limited**

**S.GHOSH**  
**Asst. Manager ( CP)**

**E-mail: [ghosh.subimal@balmerlawrie.com](mailto:ghosh.subimal@balmerlawrie.com)**  
**Phone No 033-24500129**

## **CONDITIONS FOR ONLINE BID SUBMISSION**

### **Procedure For Bid Submission**

The bidder shall submit his response through bid submission to the tender on eProcurement 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 eProcurement 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 eProcurement 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.

### **Registration with eProcurement 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>

### **Digital Certificate authentication:**

The bidder shall authenticate the bid with his Digital Certificate for submitting the bid electronically on eProcurement platform and the bids not authenticated by digital certificate of the bidder will not be accepted on the eProcurement 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:

Mr. Tuhin Ghosh, Ph- 08981165071 : e-mail: [tuhin.ghosh@c1india.com](mailto:tuhin.ghosh@c1india.com)

Mr. Tirtha Das, e-mail id : [tirtha.das@c1india.com](mailto:tirtha.das@c1india.com) , Contact No:

+91- 9163254290

### **Submission of Hard copies:**

After submission of bid online, the bidders are requested to submit the demand drafts /Bank Guarantee towards tender fees and / EMD along with other documents as required, to the Tender Inviting Authority before opening of Techno-commercial /Unpriced bid. The bidder shall furnish the original DD / Bank Guarantee and other documents either in person or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of bidder. BL shall not take any responsibility for any delay or non-receipt of said documents. If any of the documents furnished by the bidder is found to be false / fabricated, the bidder is liable for black listing, forfeiture of the EMD, cancellation of work

and criminal prosecution.

The bidder is requested to get a confirmed acknowledgement from the Tender Inviting Authority as proof of submission of hardcopies.

**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.

**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.

**Disclaimer Clause:**

The Company (BalmerLawrie& Co. Ltd.) nor the service provider (C1 India Pvt. Ltd.) is responsible for any failure of submission of bids due to failure of internet or other connectivity problems or reasons thereof.