



**Balmer Lawrie & Co. Ltd.**

**(G & L- Silvassa))**

(A Government of India Enterprise)

Survey No. 201/1, Rakholi-Sayli Road, Sayli, Silvassa-396230(D&NH).  
Office-9099084731, 9099084732:Extn-12, E-mail - srivastava.sk@balmerlawrie.com

**TENDER ENQUIRY**

**Tender No. GLS/TE18/080**

**Date: -15/01/19**

**Due date: -25/01/2019 till 6.00 PM**

Dear Sirs,

**Sub: Complete Preventive Functional Maintenance of "Four Pole Structure".**

(Including supply of required spare & consumables, painting, testing etc.)

Sealed offers in a single bid/ envelop, are invited as per *Scope of work, General Terms & Conditions, Undertakings and Obligations of Contractor, Price Schedule* enclosed in annexure- A, B & C respectively.

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.

SBU : Greases & Lubricants

201/1. Sayali Rakholi Road

(Shobhit Srivasatava)  
Manager (Purchase)



Encl.: As above



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Annexure-A

## Scope of Work

	Description of jobs	Quantity
1	Painting of existing 4 pole iron structure by two coats of aluminium paints	Job (LS)
2	Maintenance of existing A.B Switch unit	1Set
3	Maintenance of D.O fuse unit.-----	2 Sets
4	Replacement of defective L.A.	1 Set (3Nos in one set)
5	Replacement of defective A.B Switch unit .	1Set
6	Maintenance /Repairing of L.A, earthing arrangement.	Job (LS)
7	Replacement of defective jumper ,cable socket, conductor etc.	As required
8	Testing of AB switches.	Job (LS)

*Handwritten signature*



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## Annexure-B

### 1.0.0 General Terms & Conditions

#### 1.1.0 Instruction to Tenderers:

- 1.1.1 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](http://www.balmerlawrie.com) within the due date of the tender.
- 1.1.2 If the tenderer find 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 company (Balmer Lawrie & Co. Ltd.), at least four days before prior to the date of filling/submission of the Tender.
- 1.1.3 It is Mandatory for all the tenderers, to have valid work license for such type of jobs with previous experience. Further, preferences will be given to those, who have a good liaison with "State Power Supply Board" i.e. 'DNHPDCL', as may be one part, required for this job.
- 1.1.4 It is Mandatory for the tenderers shall visit the site and make themselves thoroughly acquainted with the nature and requirements of the work, facilities for access of materials, mode of transport and storage and removal unwanted material.
- 1.1.5 Tender must contains any other information / enclosures as may be needed to complete the schedule job in all respect on a separate page/sheet under 'schedule of deviations'.
- 1.1.6 Submission of tender will be the conclusive evidence as to the fact that the tenderer has fully satisfied themselves as to the nature and scope of the work, site conditions, General terms & conditions and all other factors, affecting the performance of the contract and the cost thereof.
- 1.2.0 **Submission of offer:** - Bidder shall submit their sealed offer in a single bid/envelope, *superscripting the envelope with tender no., date & due date* along with following enclosures-
- 1.2.1 Covering letter with reference no. & date
- 1.2.2 Acknowledgment of General Terms & Conditions
- 1.2.3 Schedule of deviations sheet [deviation /additional item/service as identified by vendor during his site visit]
- 1.3.0 **Selection & placement of offer:** A tenderer must have to quote for all the items/heads under supply and service. Balmer Lawrie & Co. Ltd. reserves the right to reject/accept all or any offer(s) without assigning any reason whatsoever. Purchase/work order will be placed on a single **technically & commercially qualified vendor on total basis for supply and service both.**, whose total price of entire job stands lowest.



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## 1.3.1 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) Micro & small scale manufacturing units, registered under MSME/ NSIC, also complying clause of EMD .a in the tender are exempted for submission of EMD amount.
- c) Preference for Price Quotation in tenders: 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 25 per cent of total tendered quantity for the grade at the respective plant subject to assessment of operational feasibility by tendering authority.

1.4.0 **Jurisdiction:** - All disputes are subject to Silvassa jurisdiction.

1.5.0 **Job completion Period:** -The expected completion period of entire job should be **only one** day (SUNDAY/OTHER HOLIDAY). The job shall be carried out at our works at **Survey No. 201/1, Sayli-Rakholi Road, Sayli, Silvassa-396230(D&NH)** .

1.6.0 **Liquidated damages:** -Vendor shall be liable to pay liquidated damages for the following:

1.6.1 Failure to complete the required job as per PO and handing over to BL within the scheduled period. In such case, vendor shall be liable to pay liquidated damages @ 0.5% of job contract value per week or part thereof subject to a maximum of 5.0%.

1.6.2 Any damage caused to the property and/or machinery (including its any part) of BL, directly and/or indirectly incidental to and connected with the execution of the work-In such case the loss shall be assessed by BL and vendor shall be liable to indemnify the value of such damaged property and/or machinery.

1.7.0 **Price schedule:** - The price shall be quoted (in two parts-supply & service) as per specified format given in Annexure-D. The price must be quoted for all the items/head of annexure-D to complete the job in all respect because no escalation in price/value shall be allowed after placement of the order or during the execution of work at site.

1.8.0 **Payment terms:** -

1.8.1 For Supply & Service both: 100 % of PO value within 30 days after completion of the job.

1.9.0 **Guarantee Period:** -6 (Six) months from the date of successful completion & acceptance of the total PO job from the date of its completion and 'site-handover' to BL. During this guarantee period the performance of the job has to be in line with the expected / agreed quality as per tender/PO and if not then vendor has to rectify the same at **no extra cost to BL** and to the satisfaction of BL/tender.



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1.10.0 **Validity of offer:** - The offers shall remain valid for a period of 60 days from the due date of the tender.

1.11.0 **Factory Rule:** -Your engineers/ workmen have to abide by the BL factory rules and regulations. Only adult and skilled workmen shall be allowed to work in BL premises.

*S. K. L.*



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## Annexure-C

### 2.0.0 Undertakings and Obligations of Contractor

#### 2.1.0 Care of works

2.1.1 **Mandatory : On behalf of Balmer Lawrie & Co. Ltd, the vendor has to intimate and obtain the official consent/permission of DNHPDCL for the proposed job and accordingly to coordinate and organize - with local power supply 'sub-station' for required "SHUT DOWN" and again "Power Supply ON" exercise; in line with/during the job execution, practically at site of BL.**

2.1.2 Proper care shall be taken during transport, erection, commissioning and testing of the equipment to avoid damage to equipment and properties and injury to persons.

2.1.3 The supply material shall be dispatched to the site duly packed (if require) with instructions. The material shall be delivered in good condition, necessary scaffolding, lifting tools and tackles to be used for loading, unloading and shifting of heavy equipments and material shall be provided by the contractor.

2.1.4 Contractor shall remove all wreckage, rubbish etc from site and stack the wastage at the space allotted for the purpose. On completion of the works, the contractor will keep the space clean and fit for occupation to the satisfaction of the company and demolish store, remove all debris, waste and surplus material supplied/created by them. In case the contractor does not maintain good housekeeping, the company has the right to get the work done and debit the cost to the contractor.

2.1.5 All necessary safety measures to be take care as indicated in section 1104.

2.2.0 **Insurance:** The **contractor shall cover** the following insurance till the complete job is handed over.

2.2.1 All workmen/ persons employed by the contractor and subcontractor against accident, injury & death.

2.2.2 All material and entire installation against loss or damage during transit.

2.2.3 Vendor shall comply with all procedural requirements as defined in the insurance policy to ensure that it is alive till the successful commissioning or handing over of job to BL whichever is later.

#### 2.3.0 Safety

2.3.1 Proper safety precautions and measures to be taken care of on the principle of "**Safety comes first**" during the entire contract period. The **contractor shall be bound to bear** any claim or compensation for the accidents, injury and death arising out of negligence on their part to ensure such safety measures including the expenditure for defense legal proceedings.



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- 2.3.2 Care shall be taken to provide and maintain the following **safety measures and statutory safety rules** and act in force **by contractor**.
- 2.3.3 Ladders and scaffoldings shall be provided for the work that cannot be done from the ground. Portable single ladders shall not be more than 8 meters. Additional labour should be provided for folding the ladders. Over hung platforms and platforms provided for the ladders and scaffoldings shall be of minimum 300 mm wide and shall be with rising of minimum 1000mm high.
- 2.3.4 **Safety belts, helmets & goggles** to be provided by the contractor to all the workmen.
- 2.3.5 Fabrication and welding gangs should be provided with gloves, protection-goggles, welding helmet etc.
- 2.3.6 Hoisting machines and tackles including their attachments, anchorage and supports of adequate capacity should be used for handling heavy equipments.
- 2.3.7 Workmen engaged in electrical work should be provided with gloves, and footwear's of adequate insulation value.
- 2.3.8 Workmen engaged in toxic chemicals, paints etc should be provided with gumboots, gloves, goggles mask and other protective attachment depending upon the depth of expected hazard.
- 2.3.9 All safety requirements depending on the nature of work should be provided to minimize the occurrence of accidents.
- 2.4.0 **Statutory rules and regulations:** Please note that this is a contract for work and accordingly all liability pertaining to this contract including those of the people engaged by the contractor solely rests upon the contractor. The contractor should also indemnify the Company against any deviation from the statutory rules and regulations to be observed by the contractor in respect of their people. **ESI/PF/Minimum Wages and all other statutory liabilities shall be borne by the contractor.**
- 3.0.0 **Undertakings and Obligations of BL**
- 3.1.0 **Power supply:** BL shall provide free one power point within battery limits. Contractor may use an extension cable at this own cost with prior permission of BL.
- 3.2.0 **Water supply:** BL shall provide free one connection within battery limits. Contractor may take an extension at this own cost with prior permission of BL.
- 3.3.0 **Storage:** BL shall provide space for storage of equipments, raw material etc. Temporary partition, doors etc if required shall be arranged by the vendor at this own cost.
- 3.4.0 **Security:** No special security other than normal plant security shall be provided.



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## Price Schedule

Annexure-D

Tender No. GLS/TE18/080 Date: -15/01/19 Due date: -25/01/2019 till 6.00 PM

### Servicing part

Company Name:..... Offer No..... Date.....

SL NO.	Scope of work & Description	Qty.	Unit	Unit Rate	Amount
	Maintenance of existing A.R Switch unit -1 nos , Painting of existing 4 pole structure by two coats of AL paints,Maintenance of existing D.O fuse units,Replacement of defective L.A.,Replacement of A.B.Switch unit -1no ,Replacement of defective jumper,conductor,cable socket etc and complete with testing.	1	Job		
4.1.0	Sub total of service value				
	GST			@.....%	
	Total service value				
	Grand total Job value.				
	Job completion period (applicable as per 1.50)				
	Liquidity damage (applicable as per 1.6.0)				
	Payment terms (applicable as per 1.8.0)				
	Guarantee / warrantee (applicable as per 1.10.0)				
	Validity of offer (applicable as per 1.11.0)				

Note: All required consumables e.g. CRC, emery paper, conductor sleeve, nut bolt etc. are in vender scope.

Contact Person :

Contact No. :

Signature with official stamp





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## Supply part

Company Name:..... Offer No..... Date.....

SL no	Description of item	HSN No	Unit	Qty	Rate	Amount
1	L A Assembly 9.5 kv for 11 kv supply		Nos	1		
2	11 KV 400 Amps rating vertical cut ,3pole gang operated polymeric Air Break Switch Complete with all required accessories . The Switch Should be with following features. 1.Suitable for outdoor use. 2. Highly Sturdy. 3. Manual operation mechanism. 4. Easily mountable. 5. Polished finish. 6. Excellen protection against corrosion. 7.ISI Marked.		Nos	1		
3	70sq mm Aluminium Flat socket/Thimble		Nos.	12		
	Subtotal of material value					
	Delivery charges (on door delivery basis)					
	GST					
	TOTAL COST					

Contact Person :

Contact No

Signature with official stamp

