
PH: 044 – 2594 6500

FAX: 044 – 2594 1156 / 2594 5006

Ref: BL/AS/MAN/EPABX/LT/201920/0008

Date : 05.08.2019

Due Date: 16.08.2019

To: All eligible parties

**NOTICE INVITING TENDER
FOR SHIFTING OF EPABX SYSTEM TELEPHONE CABLE AND RELATED WORK IN MANALI
COMPLEX**

Balmer Lawrie (hereinafter referred to as BL) invites offer from competent and experienced contractors for shifting of our EPABX system, P&T/ telephone cables and related work at **Admin building, Manali, Chennai- 68**

1. Scope of Work:

The scope of work includes supply of MDF Boxes, krone LSA and jumper wire, etc and removal of existing cable/wires, EPABX system and shifting the same including cleaning and dressing of UG cable, as detailed below

1. **Supply of 500 + 500 MDF Box, Krone LSA and Jumper cable Finolex**

2. **Labour charges to include:**

a) **Shifting of EPABX system from existing place to new location**

b) **Removal of existing telephone cable, wires, MDF box, crones and shifting all telephone cable and wires, connecting to the new location. This includes fixing new MDF box, crone and cleaning existing wires, cables, cards, etc. Erection, commissioning and testing of all outgoing and incoming lines (intercom and P&T) as per telecommunication standard**

Contractors are advised to visit the site to understand scope of work before submitting offer

2. Prequalification requirement:

The Contractor should have

- 1) **GST Registration**
- 2) **ESI and PF Regn**
- 3) **PAN No.,**

The offer will be rejected in the absence of these registrations and copies should be submitted with the offer

Price-bids of such tenderers, who are determined to have complied with the above eligibility criteria, and duly filled up the tender document, will only be considered.

Even though the tenderers meet the above qualifying criteria, they are liable to be disqualified / debarred / suspended / blacklisted if they have

Signature of the Tenderer:

Date:

Seal:

- Furnished false / fabricated particulars in the forms, statements and /annexure submitted in proof of the qualification requirements and/or

3. Taxes & Duties:

All taxes, duties, levies etc are **extra** as applicable.

The vendor shall issue the GST invoice so that equivalent amount may be availed as GST / applicable tax credit by BL.

The processing of invoice should be as per the GST Act. Any penalties due to the non-adherence will be deducted from the contractor's invoice.

4. Completion of Job

The job should be completed within 7 days of award of contract

5. Payment terms

Payment will be made to the Contractor upon completion of job and submission of certified bills with necessary statutory obligations within **15 days** credit from the certification given by Engineer-In-charge. Bills are payable subject to submission of satisfactory proof of remittance (challans) of relevant ESI, PF etc in respect of the personnel deployed by the contractor and clearance from operations in-charge

Offers seeking advance payment before completion of job will not be considered.

6. Validity of offer

Tenderers shall keep their offer valid for a period of **35 days** from the due date of the tender

7. Visit to site

The tenderer, at the tenderer's own cost/responsibility is advised to visit our unit at Manali between 9.30 am to 4.30 pm on all working days and examine the Site of Work and its surroundings and obtain all information that may be necessary for preparing the Tender for entering into a contract, for the tendered works. **(Contact Person: Shri K Dass – Mobile Nbr 9444041675)**

8. PENALTY FOR NON-ADHERENCE TO SAFETY REGULATIONS:

The tenderer has to strictly adhere to the safety requirement as per the above clause. Penalty of **Rs. 500/- per day** will be imposed if the contractor or his workers are found to be working without safety equipments in the specified areas under the safety purview as required for the above job. The contractor should give a written explanation if any of his worker is found to be working without PPE in the safety surveillance areas in the plant.

Repetitive violation of safety requirements and regulations by the contractor or his worker will lead to termination of the contract awarded to the contractor

9. Compliance to Industrial safety:

The vendor should have complied all the relevant safety standards and HSE policy as per the statutory norms. The bidders should have all the necessary valid licenses / permits / certificates as applicable to their industry / pollution board norms. Non-adherence or violation to the above criteria will lead to the cancellation of contract / order and the supplier will be blacklisted

10. Liability

The bidder would be fully responsible to ensure safety of lives, goods, vehicles, property within Balmer Lawrie premises. Any damage to life or property inside Balmer Lawrie due to negligence by the contractor's workmen would be to the account of the contractor.

Signature of the Tenderer:

Date:

Seal:

11. Safety to Company's Property

The contractor should ensure that during the time of operation there is no damage to the property, personnel of the company. In the event of such damage same will be repaired / compensated to the company at the cost of the contractor.

12. Schedule of Rates & Payments

- (i) The price to be paid by Owner to Contractor for the work to be done and for the performance of all the obligations undertaken by Contractor under Contract shall be ascertained by the application of the respective Schedule of Rates (there of application but not of limitation, with the succeeding sub-clause of this clause) and payment to be made accordingly for the work actually executed and approved by the Engineer-In-Charge. The sum so ascertained shall (except only as and to the extent expressly provided herein) constitute the sole and inclusive remuneration of Contractor under Contract and no further or other payment whatsoever shall be or become due or payable to the Contractor under Contract.

13. Tender Document Submission:

Your offer shall comprise the following:

- **Annexure-1** duly filled in, signed with seal along with GST registration details
- Relevant **copies of certificates/ registrations**
- Price bid

Your offer in a sealed envelope superscribed as '**Offer for shifting of EPABX system and telephone lines**' should reach the undersigned at our Manali works at the following address on or before **16.08.2019**.

Associate Vice President (HR)-SR
BALMER LAWRIE & CO. LTD.
Associate Services
32, Sathangadu Village, Manali,
Chennai – 600068.

Phone : 044 – 25946563/500
Fax : 044 – 25946539
email : deb.s@balmerlawrie.com

for BALMER LAWRIE & CO LTD

AVP (HR)-SR

Signature of the Tenderer:

Date:

Seal:

Annexure-1 (2 of 2)

Vendor is requested to provide all the data in the table below, as applicable:

1.	Name of the party/contractor Name	
2.	Address	
3.	Phone No	
4.	Contact person name & mobile no	
5.	Email	
6.	PAN no*	
7.	GSTIN Registration number*	
8.	ESI Regn No	
9.	PF Regn No	

Signature of the Tenderer:

Date:

Seal:

Balmer Lawrie & Co Ltd

Price bid for shifting of EPABX system, cables and related work

<u>SI No</u>	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit rate in Rs</u>
1.	Supply of 500 + 500 MFG Box			
-	Back mount frame for 2/10			
-	Lock and key			
-	Power coated metal outer area	1	Nos	
2	Krone LSA –Plus Series 2 disconnection Module 2/10	100	Nos	
3	Jumper wire Finolex 0.5	3	coils	
	Labour charge			
1.	Shifting of EPABX system from existing Place to new location	1	L/S	
2.	Removal of existing telephone cable, wires, MDF box, crones and shifting the same to new location, This includes fixing new MDF box, crone and cleaning existing card. Erection, commissioning and testing of all outgoing and incoming lines (intercom and P&T) as per telecommunication standard to be done	1	L/S	

Date

Signature with Seal

Signature of the Tenderer:

Date:

Seal: