



बामर लॉरी एण्ड कं. लिमिटेड  
(भारत सरकार का एक प्रतिष्ठान)  
**Balmer Lawrie & Co. Ltd.**  
(A Government of India Enterprise)

**Balmer Lawrie & Co Ltd**  
**(A Government of India Enterprise)**  
**Administration Department**  
**21, Netaji Subhas Road**  
**Kolkata - 700 001**

**TENDER**

**FOR**

**"Replacement of Damaged Sanitary Line and Allied Renovation & Painting Work"**

**At**

**Flat Number 5, 9B, Queens Park, Ballygunge – 700 019**

**TENDER REFERENCE – Admin/Accom/3/Flat No, 5**

**TENDER NO - BL/HR/ADM/NITQP5/LT/201920/0024 DATED – 16.11.2019**

**DUE ON - 25.11.2019 BY 3.00 PM**

**NOTICE INVITING TENDER**  
NIT No. – **BL/HR/ADM/NITQP5/LT/201920/0024** Dated – **16.11.2019**  
**DUE ON 25.11.2019 BY 3.00 PM**

Tender No. - **BL/HR/ADM/NITQP5/LT/201920/0024**  
Date: **16/11/2019**

**Notice Inviting Tender For "Replacement of Damaged Sanitary Line and Allied Renovation & Painting Work" At Flat Number 5, 9B, Queens Park, Ballygunge – 700 019**

Balmer Lawrie & Co. Ltd. (BL) is a Mini-Ratna-I Public Sector Enterprise, under the Ministry of Petroleum & Natural Gas, Government of India. Along with its five Joint Ventures in India and abroad, it is a much-respected transnational diversified conglomerate with presence in both manufacturing and service sectors. Balmer Lawrie is a market leader in Steel Barrels, Industrial Greases & Specialty Lubricants, Corporate Travel and Logistics Services.

**1.0 Introduction**

Tenders are invited from **Enlisted/Registered Vendors only** with Balmer Lawrie & Co. Ltd. 21, Netaji Subhas Road, Kolkata-700001, for the job captioned at the premises referred in above subject. Bids from non- registered vendors shall not be opened.

**1.1 SCOPE OF WORK**

The complete scope of work and Technical Specifications has defined in schedule of work **Annexure – I**

**1.2 COMPLETION PERIOD**

Time is the essence of the order. The time schedule for completion according to the contract/ order shall be **21 (Twenty One) days** from the date of placement of order/ LOI whichever is earlier

**1.3 MANDATORY CRITERIA**

Bidders have to be enlisted with Balmer Lawrie & Co. Ltd.

**1.4 TENDER DOCUMENTS**

The vendors would be required to submit these papers (**Page No – 1 to 5**) documents along with PRICE BID - **Annex-I (Page No – 6 to 11)**. All the hardcopies of the Bid Documents as explained above and also defined in clause no. 2.0 of Condition of Contract under sealed envelope should reach at Administration Department, Ground Floor, Balmer Lawrie & Co. Ltd, 21, N S Road, Kolkata - 700001 on or before the due date of submission of tender. The Bidders who are submitting the Bids in person are requested to drop the same in our tender box located at the ground floor.

For any Technical clarifications / queries Tenderers are requested to contact (from 10.00AM to 06.00PM, Monday - Friday) **Jr. Officer (Civil) - Admin (Contact No. 033 2222 5406, e- mail: [chatterjee.r@balmerlawrie.com](mailto:chatterjee.r@balmerlawrie.com))**

## CONDITIONS OF CONTRACT

### **2.0 GENERAL**

The intending tenderers shall be deemed to have visited the site and familiarized themselves thoroughly with the site conditions before submitting the tender. Non-familiarity with the site conditions will not be considered reason either for extra claims or for not carrying out the work in strict conformity with the specifications. Jr. Officer (Civil) – Administration may be contacted during office hours (Monday to Saturday 9.30AM to 6.30PM) to organize the site visit.

### **2.1 TAXES & DUTIES**

GST as applicable shall be paid extra. Other taxes and duties shall be applied as per the norms of the accounts and finance department of the company

### **2.2 NON-CONFORMANCE**

Tenders not conforming to the all above mentioned requirements are liable to be rejected.

### **2.3 VALIDITY OF OFFER**

Tendered shall keep their offer valid for a period of 60 days from the date of opening of Unpriced bid.

### **2.4 RATES AND OTHER ENTRIES**

- (a) The tenderer should quote for all items in the Schedule of Rates.
- (b) The rates should be quoted in the same units as mentioned in the tender schedule of quantities.
- (d) Every page of the tender document including annexure / enclosures shall be stamped and signed by the tenderer or his authorized representative thereby indicating that each and every page has been read and the points noted.

### **2.5 RIGHT TO ACCEPT OR REJECT TENDER**

- a. M/s Balmer Lawrie & Co Ltd reserves the right to accept or reject any or every tender without assigning any reason whatsoever / or to negotiate with the tenderer in the manner it considers suitable. In the event of receipt of lowest price from more than one (1) bidder, fresh price bids shall be invited from the lowest bidders only to determine final lowest bidder for placement of order.
- b. Bids of any tenderer may be rejected if a conflict of interest between the bidder and Company (Balmer Lawrie) is detected at any stage.
- d. Tender if submitted through e-mail or fax shall be summarily rejected.

### **2.6 Safety Rules**

All the safety rules laid down by Balmer Lawrie, needs to be adhered at your own cost. This will mainly include all kinds of applicable personal protective equipment & complied tools. In case of violating any safety rules or in case of performing any unsafe acts during the execution of the job shall be stopped and the same may be undertaken by other vendor/s at your cost and risks. The detailed safety rules are as follows –

- a) Safety helmets and shoes are mandatory during the entire work for all workers and site supervisors
- b) Safety harness with full body harness for work above 6 feet of height
- c) All portable electrical tools need to be plastic body and double body insulation. No temporary joints in electrical cables are allowed. Proper plug sockets to be used while drawing power from source.
- d) While scrapping old paints, chipping out of plaster, welding/gas cutting work, nose masks, safety goggles, welding mask, gloves are must to be used

## **2.7 Testing & Inspection**

The material, design and workmanship shall satisfy the relevant Indian & international Standards, the job specifications contained herein and codes referred to. Where the job specifications stipulate requirements in addition to those contained in the standard codes and specifications, these additional requirements shall also be satisfied. In the absence of any standards/specifications / code(s) of practice for any part of the work covered in this tender, the instructions/directions of Engineer-In-Charge will be binding on the **Supplier**.

## **2.8 Performance Guarantee**

The supplier shall guarantee the work done and any fittings designed, manufactured, supplied, erected and tested by him against defective materials, poor workmanship, improper design, operation inadequacies & problems and failure from normal usage, for a period of 12 (twelve) calendar months after final acceptance of the work by the Owner.

## **2.9 Delay Penalty**

Time is the essence of the order. The time schedule for completion according to the contract/order shall be **21 (Twenty one) days** from the date of placement of order/LOI whichever is earlier. In case of failing on completion of the job within time, a sum equivalent to 1% of certified bill value for each week shall be deducted which is subjected to 5% maximum.

## **2.10 Terms of Payment**

No mobilization advance shall be paid to the contractor.

100% of the bill value will be payable by the Owner after submission of Bill accompanied by the relevant documents duly certified by Engineer-in-Charge after 30 days from the date of submission of the bill.

10% of the above bill shall be deducted towards retention money which will be released after completion and acceptance of work for performance maintenance period, which shall be twelve (12) months from the date of issue of completion certificate by the Engineer-in-Charge.

For extra items, rates shall be derived from similar item rates included in the schedule of work. Where there is no such similar item available in the schedule, rate shall be analyzed as follows:

Rate for extra item = Cost of material (a) + cost of labor inclusive of all necessary tools, tackles, equipment, machinery and consumable (b) required to carry out the work + 15% of (a+b) towards profit and overhead + taxes, duties etc.

For Balmer **Lawrie & Co Ltd**

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**Dilip Kumar Das**  
**Head (Admin & CSR)**

**FORM OF TENDER**  
**[TO BE FILLED IN BY THE TENDERER]**  
NIT No. – **BL/HR/ADM/NITQP5/LT/201920/0024** Dated – **16.11.2019**  
**DUE ON 25.11.2019 BY 3.00 PM**

Date - \_\_\_/\_\_\_/2019

To,  
**HEAD [Admin & CSR]**  
**Balmer Lawrie & Co. Ltd.**  
**21, Netaji Subhas Road**  
**Kolkata – 700 001.**

Dear Sir,

**Sub. - Tender for**  
**"Replacement of Damaged Sanitary Line and Allied Renovation & Painting Work" At Flat Number 5, 9B,**  
**Queens Park, Ballygunge – 700 019**  
**Tender Ref: Admin/Accom/3/Flat No. 5, No. BL/HR/ADM/NITQP5/LT/201920/0024, Dated 16.11.2019**

Having examined the subject Tender Documents consisting of Notice Inviting Tender, General Conditions of Contract, Special Condition of Contract, Price Schedule and having understood the provisions of the said Tender Document and having thoroughly studied the requirements of Balmer Lawrie & Co. Ltd. to the work tendered for in connection with the above subject job. I/We hereby submit our tender offer for the performance of proposed work in accordance with the terms and conditions as mentioned in the Tender Document at the rate[s] quoted by me/us in the accompanying price schedule based on the Schedule of Works included within the Tender document.

If the work or any part thereof is awarded to me/us, I/We undertake to perform the work in accordance with the Tender Document and accept the terms and conditions of the Tender as will be laid down therein failing which Balmer Lawrie & Co. Ltd. Shall be at liberty, without further reference to me / us and without prejudice to any of its rights or remedies, to terminate the agreement and / or to forfeit the earnest money deposited in terms thereof.

Thanking you,

Yours faithfully,

[Name & Address of Firm):- \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact No. :- \_\_\_\_\_

Contact Person :- \_\_\_\_\_

With Designation: - \_\_\_\_\_

ANNEXURE-I  
Technical Specifications



**Balmer Lawrie & Co Ltd**  
**(A Government of India Enterprise)**  
**Administration Department**  
**21, Netaji Subhas Road**  
**Kolkata - 700 001**

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## General Conditions:

1. Details of the items under this Schedule shall be read in conjunction with the corresponding Specifications and other Tender Documents.
2. The work shall be carried out as per approved drawings, Specifications and the description of the items in this Schedule and/or Engineer's instructions.
3. Items of work provided in this Schedule but not covered in the Specifications shall be executed strictly as per instructions of the Engineer-In-Charge.
4. Unless specifically mentioned otherwise in the Contract, the Tenderer shall quote for the finished items and shall provide for the complete cost towards power, fuel, tools, tackles, equipment, Constructional Plant, Temporary Work, labour, materials, levies, taxes, transport, layout, repairs, rectification, maintenance till handing over, supervisions, colonies, shops, establishments, services, temporary roads, revenue expenses, contingencies, overheads, profits and all incidental items not specifically mentioned but reasonably implied and necessary to complete the work according to the contract.
5. The Quantities of the various items mentioned in the Schedule of Items are approximate and may vary up to any extent or be deleted altogether, but should not exceed 15% of the BOQ. The Contractor, in his own interest, should get an indication of the probable extent of the work to be executed under any particular item in this Schedule before undertaking any preliminary and enabling work or purchasing bought out components related to the work.
6. Engineer's decision shall be final and binding on the Contractor regarding clarification of items in this Schedule with respect to the other sections of the Contract.
7. For extra items, rates shall be derived from similar item rates included in the schedule of work. Where there is no such similar item available in the schedule, rate shall be analyzed as follows:  
Rate for extra item = Cost of material (a) + cost of labour inclusive of all necessary tools, tackles, equipment, machinery and consumable (b) required to carry out the work + 15% of (a+b) towards profit and overhead + taxes, duties etc. as applicable.

## SCHEDULE OF WORK

NIT No. – **BL/HR/ADM/NITQP5/LT/201920/0024** Dated – **16.11.2019**

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Sl No.	Description	UOM	Quantity	Rate (In ₹)	Amount (In ₹)
1	20 mm thick cement plaster on both sides of single or half brick wall of mix :1:4 (1 cement: 4 coarse sand) with added water proofing compound ( <b>Sika or approved equivalent</b> ) to be mixed with the mortar in adequate quantity including removal of old cracked and damaged plaster and disposal of the same to the nearest dumping area of the municipal corporation, required surface preparation by scrapping and cleaning, providing cement slurry, curing for ten days The job shall be carried out up to the satisfaction of the Engineer-in-charge	Sq M	50		
2	Repairing of damaged chajja (sun shade) of size 5.00 meter (L) x 0.45 meter (W) x 0.075 meter (D) on an open balcony by means of dismantling the damaged concrete and disposal of the same to the nearest dumping yard of the municipal corporation, exposing the steel reinforcement and treating the same with chemical compound (In adequate quantity of <b>Sika or approved equivalent steel reinforcement rust preventing coating</b> ), providing extra reinforcement if required, applying cement concrete of mix 1cement: 1.5 fine aggregate: 3 coarse aggregate with added waterproofing compound (In adequate quantity of <b>Sika or approved equivalent</b> ) and minimum 10 days curing of the same, including required scaffolding, shuttering, formwork and finished with two/three coats of outside acrylic emulsion paint in required shade after required surface preparation by applying wall putty and one/two coats of acrylic emulsion primer paint The job shall be carried out up to the satisfaction of the Engineer-in-charge	RM	5		
3	Providing and fixing glossy/mat finish wall tiles ( <b>Kajariya</b> make or approved equivalent) of size 600mm x 150mm for washroom walls on a bed of 20 mm thick mortar after complete removal of old tiles and disposal of the same to the nearest dumping yard of the municipal corporation The job shall be carried out up to the satisfaction of the Engineer-in-charge	Sq M	30		
4	Providing and fixing mat finish floor tiles ( <b>Kajariya</b> make or approved equivalent) of size 600mm x 600 mm for washroom floor on a bed of 20 mm thick mortar after complete removal old tiles/marble work from the floor and complete disposal of the same to the nearest dumping yard of the municipal corporation The job shall be carried out up to the satisfaction of the Engineer-in-charge	Sq M	7.5		



SI No.	Description	UOM	Quantity	Rate (In ₹)	Amount (In ₹)
5	Providing and applying wall putty ( <b>Jk/Birla or approved equivalent</b> ) on new/old plastered surface including required surface preparation, job all complete by work, materials, labour charges and scaffolding The job shall be carried out up to the satisfaction of the Engineer-in-charge	Sq M	50		
6	Providing and applying two/three coats of plastic emulsion paint ( <b>ICI/Asian/Berger or approved equivalent</b> ) of require shades over one/two coats of oil bound primer on old interior wall/ceiling, including required surface preparations by means of cleaning (water jetting), scrapping, crack repairing and make even surface by applying wall putty, job all complete by work including the cost of materials, labor charges and scaffolding The job shall be carried out up to the satisfaction of the engineer-in-charge	Sq M	150		
7	Providing and applying two/three coats of synthetic enamel paint ( <b>ICI/Asian/Berger or approved equivalent</b> ) of require shades over two coats of primer on old wooden surface of door, door frame, wardrobe etc. steel surface (Window/grill), pipes etc. including required surface preparation by scrapping to remove old paint, job all complete by work including the cost of materials, labor charges and scaffolding The job shall be carried out up to the satisfaction of the engineer-in-charge	Sq M	75		
8	Finishing with <b>spirit polish</b> on wooden surface of door, door/window frames, wall cabinets panel/inside selves, wall panel etc. including appropriate surface preparation by scrapping to complete remove the old polish, applying chemical in adequate quantity for pest control The job shall be carried out up to the satisfaction of the engineer-in-charge	Sq M	75		
9	Washing, cutting with hand grinding machine (where required), cleaning/polishing with oxalic acid in old mosaic/marble work laid in floor and skirting, finishing with good quality polish The job shall be carried out up to the satisfaction of the Engineer-in-charge	Sq M	60		
10	Providing and fixing difference sizes Chlorinated polyvinyl chloride (CPVC) pipes ( <b>ISI marked and approved brand</b> ) for concealed hot water line, with all required clamps, sockets, elbow joints, T-Joints, rings etc. This includes jointing of pipes & fittings with CPVC solvent cement, testing of joints complete as per direction of Engineer-in-Charge	RM	5		

Sl No.	Description	UOM	Quantity	Rate (In ₹)	Amount (In ₹)
11	Providing and fixing difference sizes (0.5 inches/ 0.75 inches) Un-plasticized polyvinyl chloride (UPVC) pipes ( <b>ISI marked and approved brand</b> ) for concealed water line, with all required clamps, sockets, elbow joints, T-Joints, rings etc. This includes jointing of pipes & fittings with CPVC solvent cement, testing of joints complete as per direction of Engineer-in-Charge	RM	20		
12	Providing and fixing 600 mm x 450 mm hand wash basin ( <b>Jaquar/Parryware make or approved equivalent</b> ) of required shade with pedestal including Basin mixer ( <b>Jaquar/Essco or approved equivalent</b> ), with all kind of plumbing works, waste water pipe line work by means of providing a <b>CP bottle trap</b> , job all complete by works The job shall be carried out up to the satisfaction of the engineer-in-charge	Per Number	1		
13	Providing and fixing vitreous china pedestal type water closet ( <b>European type W.C. pan of Jaquar/Parryware make or approved equivalent</b> ) in required shades with seat cover ( <b>Jaquar/Parryware make or approved equivalent</b> ), including all fittings, traps and connection pipe, two in one bib cock, health faucet, toilet paper holder, including cutting and making good the walls and floors wherever required The job shall be carried out up to the satisfaction of the engineer-in-charge	Per Number	1		
14	Providing and fixing exposed type CP wall mixer system ( <b>Jaquar/Essco make or approved equivalent</b> ) including two numbers bib cock, overhead shower set and hand (telephone) shower set to be fixed with all necessary fittings and fixtures The job shall be carried out up to the satisfaction of the engineer-in-charge	Per Number	1		
15	Providing and fixing CP angular stop cock ( <b>Jaquar/Essco or approved equivalent</b> ) with all fittings to be fixed on the wall, job all complete with satisfactory finishing as per direction of Engineer-in-Charge	Per Number	2		
16	Providing and fixing CP towel rack (Jaquar/Hindware or approved equivalent) with all fittings job all complete with satisfactory finishing as per direction of Engineer-in-Charge	Per Number	1		
17	Providing and fixing CP towel ring ( <b>Jaquar/Hindware or approved equivalent</b> ) with all fittings job all complete with satisfactory finishing as per direction of Engineer-in-Charge	Per Number	1		
18	Providing and fixing on the wall CP Soap dish holder( <b>Jaquar/Hindware or approved equivalent</b> ) with all fittings job all complete with satisfactory finishing as per direction of Engineer-in-Charge	Per Number	1		
19	Providing and fixing metal floor trap gratings as per direction of Engineer-in-Charge	Per Number	2		

SI No.	Description	UOM	Quantity	Rate (In ₹)	Amount (In ₹)
20	Repairing of wooden door by means of removal of old thin plywood from the existing door of size 0.900 meter x 2.100 meter and providing and fixing 4mm thick teak wood ply and finished with best quality melamine polish, job all complete with satisfactory finishing as per direction of Engineer-in-Charge	Per Number	1		
<b>TOTAL =</b>					

**In Words:** \_\_\_\_\_

\_\_\_\_\_