



Balmer Lawrie & Co. Ltd.
Refinery & Oilfield Services

ROFS/2K19/02/ENQ/14
 4th December, 2019

TENDER ENQUIRY
DUE DATE – 16.12.2019 upto 16:00 Hours

M/s Balmer Lawrie & Co. Ltd. invite sealed offer from empaneled transporters of SBU : Refinery & Oil Field Services (ROFS) for **Transportation of 1 No. Office Module** from ARP Engineering, Kolkata, West Bengal to Oil & Gas Corporation Ltd (ONGC), Uran, Maharashtra as per the following details and terms & conditions

1.0 Description of Work

| Sl. No. | Description | Qty. (Nos.) | Dimension | Approx. Weight (MT) | Proposed Vehicle |
|---------|---------------|-------------|----------------------|---------------------|----------------------|
| 1.1 | Office Module | 1 | 20'(L)X8'(W)X8.5'(H) | 5 | 20' Open Dalah/Truck |

2.0 Scope of Work / Responsibilities

- 2.1 Transportation of the above Module from starting point to destination at the addresses noted in page no.3.
- 2.2 The above Module shall be loaded at ARP Engineer, Kolkata. Loading shall be under the scope of Balmer Lawrie.
- 2.3 The transported Module shall be unloaded at ONGC, Uran Plant by the bidder to the satisfaction of Balmer Lawrie's Site-in-charge. **Arrangement of 70 MT Crane with long boom and requisite no of manpower for unloading & placement of Module inside the ONGC Uran Plant will under bidder's responsibility. All incidental charges at unloading point shall have to be borne by the transporter.**

- 2.4 Unloading must be done properly to ensure no damage is caused to the module.
- 2.5 Necessary co-ordination with all concerned for carrying out the material loading & unloading at respective locations shall be the responsibility of the transporter so that, the loading/unloading is carried out smoothly and without undue delay.
- 2.6 Transportation of material shall be carried out in a safe manner and module will have to be properly secured with the vehicle to the satisfaction of Balmer Lawrie's personnel so as to eliminate possibilities of any damage and overturning during transit.
- 2.7 The transport vehicle shall meet concerned RTO regulations and drivers shall have valid driving license and the type of vehicle to be engaged at the place of origin to be indicated in the offer.
- 2.8 The order will be placed on strict understanding that the transporter has indemnified Balmer Lawrie & Co. Ltd. against any government action on him or his vehicle or his driver while on our duty.
- 2.9 Our decision will be final in the event of any dispute.
- 2.10 The transporter must keep Balmer Lawrie & Co. Ltd. fully absolved from all legal responsibilities arising out of any accident, injury, death etc. to his staff / labourers involved in the operation.
- 2.11 Rate should be valid for acceptance for a period of 90 days from the due date. Rate quoted should be firm and no escalation, whatsoever, will be granted during such period.
- 2.12 No deviation from the tendered condition is acceptable.
- 2.13 A responsible person from and on behalf of the bidder should be present both at loading and unloading points to take care of payments and also to ensure that the materials are loaded/stacked/placed/unloaded properly and safely.
- 2.14 Drivers of the vehicle & Crane shall keep the following documents under their possession all the time, while carrying out the road transportation job:
- a) Registration Certificate (RC) book of the Vehicle.
 - b) Valid Fitness Certificate of the Vehicle
 - c) Valid Insurance Policy of the Vehicle
 - d) Driving License of the Driver
 - e) Valid Pollution Control Certificate of the Vehicle
 - f) Any Photo Identify of the Helper/Khalasi accompanying the drive
 - g) **Vehicle & crane should be attached with all safety fittings. Spark Arrestor must be fitted with the vehicles and driver should be in possession of original receipt and certificate of the same, duly approved by appropriate statutory authority.**

The reason for delay & non-entry of vehicle inside ONGC Uran Plant in absence of above shall be attributable to the transporter.

- 2.15 No materials, other than those specified in our invoices, should be loaded on to the vehicle en-route.
- 2.16 Invoice and e-way bills (Part-I) will be issued at the time of loading of Module at ARP Engineering, Kolkata.
- 2.17 No detention charges will be paid. However, if it is found that the detention of vehicle is caused due to reasons not attributable to the bidder, such detention charges, claimed by the bidder may be considered for reimbursement after 2 (two) working days of reporting at respective points. Detention charges beyond the specified days are prefixed at Rs.1000/day for the vehicle. Bidder must accept such prefixed amount and no additional amount would be entertained after placement of order.

3.0 Splitting of Job

The job cannot be split.

4.0 Tender Conditions for Benefits/Preference for Micro & Small Enterprises (MSEs)

- 4.1 As Per Public procurement Policy for Micro & Small Enterprises (MSEs) Order, 2012 issued vide Gazette Notification dated 23.03.2012 by Ministry of Micro, Small and Medium Enterprises of Govt. of India, MSEs must be registered with any of the following in order to avail the benefits/preference available vide Public Procurement Policy MSEs Order,2012.
- a. District Industries Centers (DIC)
 - b. Khadi and Village Industries Commission (KVIC)
 - c. Khadi and Village industries Board and Coir Board
 - e. National Small Industries Corporation (NSIC)
 - f. Directorate of Handicraft and Handloom
 - g. Any other body specified by Ministry of MSME
- 4.2 MSEs participating in the tender must submit the certificate of registration with any one of the above agencies indicating the details of the particular tendered item along with their bid.
- 4.3 The registration certificate issued from any one of the above agencies must be valid as on close date of the tender. The successful bidder should ensure that the same is valid till the end of the contract period.

- 4.4. The MSEs who have applied for registration or renewal of registration with any of the above agencies/bodies, but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption/preference.
- 4.5. Price Preference - Subject to meeting terms and conditions stated in the tender document including but not limiting to prequalification criteria, twenty percent of the total quantity of the tender is earmarked for MSEs registered with above mentioned agencies/bodies for the tendered item. Where the tendered quantity can be split, MSEs quoting a price within a price band of L1+15 percent shall be allowed to supply up to 20 percent of total tendered quantity provided they match L1 price. In case the tendered quantity cannot be Split, MSE shall be allowed to supply total tendered quantity provided their quoted price is within a price band of L1+15 percent and they match the L1 price. In case of more than one such MSEs are in the price band of L1+15% and matches the L1 price, the supply may be shared proportionately.

For Further clarity in this regard a table is furnished below:

| Type of Tender | Price Quoted by MSE | How to Finalize the Tender |
|-----------------|--------------------------|---------------------------------------|
| Can be split | L1 | Full Order on MSE |
| Can be split | Not L1 but within L1+15% | 20% order on MSE subject to matching |
| Cannot be split | L1 | Full Order on MSE |
| Cannot be split | Not L1 but within L1+15% | Full Order on MSE subject to matching |

- 4.6 Out of the twenty percent target of annual procurement from micro and small enterprises four percent shall be earmarked for procurement from micro and small enterprises owned by Scheduled Caste & Scheduled Tribe entrepreneurs. In the event of failure of such MSEs to participate in the tender process or meet the tender requirements and L1 price four percent sub-target so earmarked shall be met from other MSEs.
- 4.7 To qualify for entitlement as SC/ST owned MSE, the SC/ST certificate issued by District Authority must be submitted by the bidder in addition to certificate of registration with any one of the agencies mentioned in paragraph (I) above. The bidder shall be responsible to furnish necessary documentary evidence for enabling BL to ascertain that the MSE is owned by SC/ST. MSE owned by SC/ST is defined as:
- In case of proprietary MSE, proprietor (s) shall be SC/ST
 - In case of partnership MSE, The SC/ST partners shall be holding at least 51% shares in the enterprise.
 - In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.

- 4.8 To avail the price preference in this tender, the bidder has to submit MSE certificate issued for services involved in tender.

5.0 Goods & Services Tax (GST)

GST shall be extra as per statute and to be paid by Balmer Lawrie to the concerned authority.

6.0 Incidental Charges

All charges from unloading and enroute shall be borne by the bidder. Balmer Lawrie's site personnel should not be requested to make any payment at the loading and unloading points.

7.0 Payment Terms

Full payment will be released against submission of invoice along with receipted LR and Part – II of e-way bills after successful completion of work.

8.0 Destination Address

Balmer Lawrie & Co. Ltd.
C/o. Oil & Natural Gas Corporation Limited
Uran Plant, Uran
Dist : Raigad, Maharashtra – 400 702

9.0 Place of Origin

ARP Engineering
147, Nilgunj Road
Kolkata – 700 056

10.0 Transit Insurance

Transit Insurance will be arranged by Balmer Lawrie & Co. Ltd.

11.0 Completion Schedule

The consignment must reach ONGC, Uran within 10(ten) days (excluding the date of loading & reaching) of leaving the place of origin. The bidder shall have to do all sorts of coordination and liaisoning etc., as applicable to achieve this time target. Penalty @ Rs. 5000.00 per day will be levied for delay in completion schedule.

12.0 Placement of Vehicle

Placement of vehicle and loading of Module must be completed within three (3) working days from the date of intimation after placement of LOI/PO, whichever is later, failing which penalty @ Rs.5000.00 per day will be levied over and above the compensation due to delay in completion schedule as specified in Clause no. 9.0 above.

13.0 Tender Submission

Offer should include a stamped and signed copy of the Tender Document as a token of acceptance of the terms and conditions herein.

Detailed offer complete in all respects should reach the following office within the due date.

Manager (Commercial)
Balmer Lawrie & Co. Ltd,
Refinery & Oil Field Services,
21, Netaji Subhas Road,
Kolkata-700 001
Contact No. (033) 222258706/9433092888
e-mail : biswas.s@balmerlawrie.com

14.0 Tender may be downloaded from our website www.balmerlawrie.com.

Thanking you,

Yours faithfully
For **Balmer Lawrie & Co. Ltd.**

(A Bandyopadhyay)
Head (ROFS)



Balmer Lawrie & Co. Ltd.
Refinery & Oilfield Services
PRICE SCHEDULE

Tender No. ROFS/2K19/02/ENQ/14

Date : 04.12.2019

Due Date : 16.12.2019 upto 16:00 Hours

| Sl. No. | Description | Qty. (Nos.) | No. of Vehicle | Type of Vehicle | Rate (Rs.) | Amount (Rs.) |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|----------------|-----------------|------------|--------------|
| 1.0 | Transportation of following 1 No. Office Module from ARP Engineering, Kolkata to ONGC, Uran Plant, Uran as per Scope of Work of the tender. Unloading with 70MT Crane & Manpower shall be under Bidder's responsibility | 1 | 1 | | | |
| 2.0 | Basic Price | | | | | |
| 3.0 | GST | | | | @ 5% | |
| 4.0 | Total Price | | | | | |