

**BALMER LAWRIE & CO. LTD.**  
**SBU : GREASES & LUBRICANTS**  
**P-43 HIDE ROAD EXTENSION KOLKATA 700088**  
**PHONE NO. 033-24505-300**  
**FAX NO. 033-2439-5160 / 2277**  
**E-mail:burman.p@balmerlawrie.com**

Enquiry No: GLK/TE19/358

Date: 16.03.2020

**TENDER ENQUIRY**

**Due on:**15:00 hours[IST] of 26.03.2020

Dear Sirs,

Online bids are invited for supply of **10 MT [+/- 5 %]** of Sulphurized Butene at our Silvassa plant as per following specifications:

Items	Limits	Test Methods
Appearance	Orange colour transparent liquid	Visual
Kinematic Viscosity at 100°C, cSt	1.0-8.0	ASTM D 445
Flash point ,°C	94 min	ASTM D 92
Density at 20°C, g/cm <sup>3</sup>	To report	ASTM D 1298
Water Content,%	0.03 Max	ASTM D 95
Sulfur content,%	42.0-46.0	ED XRF
Chlorine content, wt %	0.40 Max	ED XRF
Copper-strip corrosion @ 100°C for, 3h with 2.5 % SIB in Mineral Oil (SN 500 )	2a	ASTM D 130
1.5% by wt in SN 500 blend Four ball weld load , Kg min	250	ASTM D 2783

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

***The vendor should compulsorily follow all the provisions of GST Law and in the event of any default of complying with any of the provisions of the GST Law, Balmer Lawrie would exercise the right for non-payment / withholding payment / black listing the vendor***

**Earnest Money Deposit (EMD)**

All bidders must submit an interest free EMD of INR 15000 (rupees Fifteen thousand only) by Pay Order / DD drawn on any schedule bank in India in for our "BALMER LAWRIE & CO. LTD." and payable at Kolkata (Calcutta) or through online bank transfer in NEFT/ RTGS/IMPS mode., India. EMD of unsuccessful bidder(s) will be returned after finalization of the tender.

“Bidders who had free EMD / SD lying with Balmer Lawrie & Co. Ltd. may request in writing to consider the same as EMD against the tender subject to verification by Balmer Lawrie & Co. Ltd., the amount lying should be sufficient in terms of EMD amount required for this tender”.

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

- a) Qualification Criterion: MSME vendor must confirm that UAM No has been uploaded on CPPP website as required by Ministry’s circular no F:No21(17) / 2016 dated 06.04.18 for qualifying to be considered as MSME vendor under this tender. The MSME registration to specify manufacturing of the tender item(s).
- b) Registered MSME vendors shall be exempted from need to furnish EMD, subject to their submission of registration details. Declaration of Udyog Aadhar Memorandum [UAM Number] number by the MSME vendors on Central Public Procurement Portal [CPPP] is mandatory to qualify for availing the benefits as per Public Procurement Policy for MSMEs.
- c) Preference for Price Quotation in tenders : Participating Micro and Small Enterprises quoting price within price band of L1+15%, will qualify 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 25 per cent of total tendered quantity for the grade at the respective plants subject to operational viability as considered appropriate by tendering authority. It may be further noted that if more than one such duly qualified MSME bidder matches non-MSME L1 price, 25% of the tender quantity will be equally split between the L1 matching MSMEs. If more than one MSME bidder has quoted in afore-said price band, number of such bidders will be intimated by tenderer to MSME bidders when seeking their acceptance to match L1 bid.”

**Delivery Schedule:** Material must reach our G&L Silvassa plant ( Survey No 201/1 Sayli Silvassa - 396230 ) immediately within 15 days from the date of receipt of PO/ LOI.

LD Clause

In the event the material is not received within the specified days mentioned above, a pre-determined liquidated damages will be applicable @ 0.5% per week subject to 5.0 % maximum of PO for the delivery portion in each lot.

**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.

Offer shall clearly indicate the following:

- 1. Material is hazardous or not for users health?
- 2. Does product cause any kind of environmental pollution?
- 3. System to control air emissions, effluents and hazardous waste disposal system to comply with regulatory requirement?
- 4. Do any of your operations results in the creation of hazardous waste? If yes, is there a system in place to identify and properly dispose of hazardous waste?

**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:

<b>1. Mr. Tirtha Das(Kolkata)</b>	<a href="mailto:tirtha[dot]das[at]c1india[dot]com">tirtha[dot]das[at]c1india[dot]com</a>	<b>+91-9163254290</b>
<b>2. Mr. Partha Ghosh(Kolkata)</b>	<a href="mailto:partha[dot]ghosh[at]c1india[dot]com">partha[dot]ghosh[at]c1india[dot]com</a>	<b>+91-8811093299</b>
<b>3. Mr. CH.Mani Sankar (Chennai)</b>	<a href="mailto:chikkavarapu[dot]manisankar[at]c1india[dot]com">chikkavarapu[dot]manisankar[at]c1india[dot]com</a>	<b>+91-8939284159</b>
<b>4. Ms. Ujwala Shimpi (Mumbai)</b>	<a href="mailto:ujwala[dot]shimpi[at]c1india[dot]com">ujwala[dot]shimpi[at]c1india[dot]com</a>	<b>+91-022-66865608</b>

**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 (Balmer Lawrie & 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.

**Note:**

1. Order quantity may be split or changed as per requirement.
2. **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.

**TENDER CANCELLATION**

The tender may be cancelled due to any unforeseen / unavoidable circumstances or due to any other reason at any stage of the tender processing as per the sole discretion of BL and BL is not liable to provide any reason to the applicants for the same.

Last date for submission of offer is 26.03.2020 up to 15:00 hours.

f/Balmer Lawrie & Co. Ltd

Pratik Burman  
Junior Officer (SCM)  
Ph-09836809607 / 07595908681

**CONFIRMATION ON APPLICABILITY OF MICRO AND SMALL ENTERPRISES ORDER 2012**

1. We confirm that provisions of “Micro And Small Enterprises Order 2012 are applicable to us and our organization falls under the definition of :

- a. Micro Enterprise - (            )
- b. Small Enterprise - (            )
- c. SC/ST Owned MSE - (            )

( Please put a tick in the appropriate box)

Details of MSE Certificate

a) Registration / Certificate Number :

b) Valid Up to :

c) Issuing Authority

d) Tendered item ( for manufacturing purpose only) is covered in registration / certificate (Yes/No ) :

2. We hereby confirmed that we are manufacturing Gr II Base Oils at our plant in India.

3. Copy of proof of valid document/certificate (indicating registration no ) of being Micro/ Small Enterprise is enclosed

4. Copy of SC/ST Certificate issued by competent authority is enclosed.

Place :

Signature of Authorized Signatory

Date :

Name :

Designation

Seal