



Balmer Lawrie & Co. Ltd.

(G&L-Kolkata)

(A government of India Enterprise)

P-43, Hide Road Extension, Kolkata-700 088.

Phone- (033) 2450 0148, Fax- (033) 2439 2277, E-mail : panda.r@balmerlawrie.com

Limited Tender Enquiry

Tender No. : **GLK/TE19/364**

Date: 19.03.2020

Due: 30.03.2020 upto 3.00 PM

**Sub: Repairing of Roof Top of Officers' Tiffin
Room at P-43, Hide Road Extn., Kolkata - 700 088.**

Online offers are invited from the competent and experienced vendors in the field with technical and financial capabilities for the subject jobs as per following table of contents-

- 1.0.0 General Terms & Conditions
- 2.0.0 Health, Safety & Environment (HSE) terms & conditions
- 3.0.0 Corrigendum to tender
- 4.0.0 Price Schedule

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.

Ratikanta Panda
Deputy Manager (Human Resources)

Encl.: As above



1.0.0 General Terms & Conditions:

1.1.0 Before filling up, the complete Tender Specification should be read properly. If the tenderer find any discrepancy, omission, ambiguity or conflict in or among the documents forwarded or be in doubt as to their meaning, specification and interpretations, such matter shall be brought to the attention of the company (Balmer Lawrie & Co. Ltd.), at least four days in advance, prior to the date of filling/submission of the Tender. For clarification required, if any, please contact

Ratikanta Panda
Deputy Manager (Human Resources)
Balmer Lawrie & Co. Ltd.,
P-43, Hide Road Extension, Kolkata-700088,
E-mail- panda.r@balmerlawrie.com
Phone No. : 033-24500148

1.2.0 Tenderer may **visit the site** and get them thoroughly acquainted with the nature and requirements of the work, facilities for access of materials, mode of transport and storage and removal of unwanted material.

1.3.0 The bidder shall not be allowed to deviate from their scope of work as mentioned in the Price Bid of this tender and in such deviation case their offer shall be rejected. For example if a vendor quoted for all the item as per scope of work or price schedule except one item say painting , in that case their offer shall be rejected.

1.4.0. 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.

1.5.0 The vendor is not allowed to give any “subcontract” without proper justification and approval of BL.

1.6.0 **Right of acceptance / Rejection:** Balmer Lawrie & Co. Ltd reserves the right to accept/reject any or all expressions of interest received in response to this advertisement without assigning any reasons, whatsoever. Balmer Lawrie & Co. Ltd also reserves the right to alter the eligibility criteria & specification for short-listing the vendors. Telex/Telegraphic/Fax offers shall not be accepted. The company will not accept any responsibility for any delay in receipt or non-receipt of bidding document sent by post.

1.7.0 **Job completion Period:** The expected completion period of entire should be **15 days** from the issue date of Purchase Order (PO) or LOI whichever is earlier. However, the early completion period for the job(s) would be preferred.

1.8.0 Submission of Bid:

1.8.1 Price bid must to be submitted in the ‘Price Schedule Format’.

1.9.0 **Selection & placement of offer:** A tenderer must have to quote for all the items/heads under this tender Balmer Lawrie & Co. Ltd. reserve the right to reject/accept all or any offer(s) without assigning any reason whatsoever. Purchase/work order will be placed on a single **qualified vendor**, whose total price of entire job **stands lowest**.



- 1.10.0 **Jurisdiction:** - All disputes are subject to Kolkata jurisdiction.
- 1.11.0 **Guarantee Period:** - Vendor shall guarantee against any and all defects in design, workmanship, materials and performance for a period of **twelve (12) months from the date of commissioning**. If any defects develop during the guarantee period, it shall be remedied promptly free of charge by the 'vendor' and all expenses for transportation of goods necessitated for such repairs or replacement shall be borne by the vendor.
- 1.12.0 **After job :** - Bidder shall have to specify the contact details of local service person after executing the jobs.
- 1.13.0 **Offers & Enclosures:** The design, data and detailed drawing, submitted by the all the tenderer, along with their respective offer(s) will be non-returnable and shall be the property of BL, even in the case of unsuccessful bidders. However BL shall maintain the confidentiality for the submitted documents.
- 1.14.0 **Tender for registered vendor only:** The Responses/offer from registered vendors alone will be accepted and that other interested vendors have to register with the unit (Greases & Lubricants, Kolkata) and subject to such registration being confirmed, they would be considered for the subsequent Tenders.
- 1.15.0 **Tender Response date & time:** Since the tendered job is of urgent nature, kindly response within the due date as no due date extension may be given (subject to management discretion & nos. of bid received).
- 1.16.0 **Provisions for Micro, Small Enterprises (MSE):**
- a) **Qualification Criterion:** MSE vendor must confirm that UAM No has been uploaded on CPPP website as required by Ministry's circular no F: No 21(17) / 2016 dated 06.04.18 for qualifying to be considered as MSE vendor under this tender. The MSE registration to specify manufacturing / service of the tender item(s).
 - b) Registered MSE 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 MSE vendors on Central Public Procurement Portal [CPPP] is mandatory to qualify for availing the benefits as per Public Procurement Policy for MSEs.
- 1.17.0 **Payment terms:** 100 % of PO value within 30 days from date of submission of duly certified bills.
- 1.18.0 **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 sole discretion of BL and BL is not liable to provide any reason to the Applicants for the same.



1.19.0 Provision of GST

The vendor should compulsorily follow all the provision 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 of non-payment / withholding payment / black listing the vendor.

2.0.0 Health, Safety & Environment (HSE) terms & conditions:

2.1.0 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 or any HSE issue arising out of negligence on their part to ensure such safety measures including the expenditure for defense legal proceedings.

2.2.0 Care shall be taken to provide and maintain the **safety measures and statutory safety rules** and act in force **by contractor**

2.3.0 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 labor 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. **All scaffolding materials should be of MS tubular type.**

2.4.0 The safety belt should be of full body harness, with double lanyard and shock absorber.

2.5.0 The portable tools should be of fiber body, and double insulation.

2.6.0 Gas cylinders should have cylinder trolley for movement and flash back arrestors are must.

2.7.0 All lifting tools and tackles should have valid test certificate.

2.8.0 **Work permit:** It will be the responsibility of contractor or his representative to get following work permit from BL prior to commencements of job -

Hot work permit : For any welding and Gas cutting, grinding works inside the BL premises

Work at Height permit: if any job to be done above 6 ft height

Work at confined Space: if have to work inside the any tank or kettle & duct in the premises.

No person will be allowed to work in the premises without work permit & absence of site supervisor.

2.9.0 **Security & safety of Contractor’s persons:** Contractor will have to make all necessary arrangements for security & safety of his persons and material at work place like providing safety belts, shoes, helmets & other PPE as required, proper illumination of work place and necessary security arrangements, etc.

2.10.0 **Site safety:** During the execution of work/ attending the complaints at site it will be the responsibility of the contractor to arrange and provide necessary barricading/ color tapes/ caution boards for smooth execution of the same.



- 2.11.0 **Site cleaning after work:** The job site should be cleaned & maintained properly on completion of job. The contractor shall be responsible for removing all the unwanted material/debris/scarp regularly from the site on his risk and cost otherwise @ 1% per complaint shall be recovered from the bills.
- 2.12.1 **Contractor personnel at site:** A list of persons to be deployed by Contractor for the subject work mentioning their name, father's name, age, residential address shall be submitted to us. In case of any revision, the same shall be informed.
- 2.12.2 The Contractor shall be directly responsible for any/all disputes arising between him and his personnel and keep indemnified against all losses, damage and claims arising thereof.
- 2.12.3 Within the BL's premises, the contractor or Contractor's personnel shall not do any private work other than their normal duties.
- 2.12.4 Contractor shall be fully responsible for theft, burglary, fire or any mischievous deeds by his staff and any loss to BL shall be recovered from the Contractor.
- 2.12.5 Contractor shall provide all necessary tools and tackles, equipments, safety belt, wheel burrow, scaffolding, ladders, safety equipment etc. required to carry out job at his cost.
- 2.12.6 BL reserves the right to ask the Contractor to remove particular person(s) from site with immediate effect if his behavior/performance is not up to the mark and/or found indulging in unlawful activities; Contractor shall immediately comply with such instructions.
- 2.12.7 In the event of any accident occurring during the course of work, which may result in any injury to a person, the responsibility of their medical treatment will fully rest with the tenderer/contractor and expenditure incurred hereon will be borne entirely by the tenderer/contractor.
- 2.12.8 **Compliance with labor/industrial laws:** The contractor is responsible for compliance of the points given below under this contract:
- 2.12.9 **HSE noncompliance penalties:** The Contractor shall adhere consistently to all provisions of HSE requirements. In case of non-compliance or continuous failure in implementation of any of HSE provisions; BLCL may impose stoppage of work without any Cost & Time implication to Owner and/or impose a suitable penalty for each non-compliance, up to a cumulative limit of three @ 3.0%, 6% and 10 % of Contract against the 1st, 2nd and 3rd noncompliance respectively during the contract period. This penalty shall be in addition to all other penalties specified elsewhere in the contract. More than 3 noncompliance within the contract period may lead to stoppage work, cancellation of vendor registration or blockage of vendor code for a certain period shall rest as per discretion of BLCL.
- 3.0.1 **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.



4.0

Price Schedule

SN	Description	Qty.	Rate	Amount
1	Open out old damaged upper layer concrete through out roof and skirting and removing all rubbish outside the premises properly	2000 sft.		
2	75-45 mm thick cement concrete (4:2:1) with graded stone chips 6 mm. size with hexagonal square mesh wire netting IRC Fabric mesh and with proper scraping and cleaning the reinforcement with wire brush and applying a coat of cement.	2000 sft.		
3	Neat cement punning about 1.5 mm thick in floor	2000 sft.		
Quoted Rate				
GST %				
Total				

The above quantities are indicative only, it may vary as per actual requirement. However for calculation of contract value, the tolerance will be considered up to $\pm 20\%$.

Note : Disposal of all rubbish generated during execution of this job will be under responsibilities of the contractor and has to be done as per Established Environment & Legal requirements.