



Balmer Lawrie & Co. Ltd. (G & L- SILVASSA)

(A government of India Enterprise)

Survey No.201/1,Saily, Silvassa -396230(D & NH)

Phone- 9099084731 (Ext-12), E-mail – srivastava.sk@balmerlawrie.com

e-TENDER ENQUIRY

Tender No. GLS/TE20/030

Date: - 03/11/2020

Due date:-18/11/2020 Till 6.00 PM

Declaration for GeM :- “The tendered item/service is not available in GeM. Balmer Lawrie & Co. Ltd. have no objection in providing detailed information for making available the said item(s) on GeM.

Dear Sirs/Ma'am,

Subject: Supply, Installation & Commissioning of Oil Pail filling Machine complete with Lid pressing unit -1no.

Online offers [Two Part Bids] are invited for the subject supply, installation commissioning and testing complete with required labour tools and tackles (for installation). Scope of supply & Technical Specification are mentioned below in **Annexure-A**, the General terms & conditions **Annexure- B** and HSE Chapter are mentioned in **Annexure -C**.

Scope of Supply &Technical Specification

Annexure-A

Two Head Automatic Pail Filling Machine

Filling machine should be consisting of 2 meter infeed SS Chain Conveyor & 2 meter out feed SS chain conveyor. Machine frame can be MS.

Minimum adjustment is required to set different capacities from 6 liter to 26 liter with varying containers. The filling range should be able to set on the same machine with minimum change of parts.

Machine Operation.

Machine should have its own 50 lts buffer tank which should be connected to the filling nozzles. Oil should be feed to the nozzle via buffer tank through pump only. No gravity filling is required. Each nozzle should have individual load cell which should be connected to the PLC module to measure the volume to be filled. Each nozzle should have dual cut off system to avoid the spillage. Machine conveyor should have S.S. platform to carry the pail with a provision of sensor to stop the chain when the container exactly stops on the load cell platform and below the nozzle.

Operator shall place the pail manually on the infeed conveyor and with the help of dock chain conveyor the pail should reach the filling station .Filling should take place in two stages, coarse filling & fine filling. Filling of the both the pails should start and stop at the same time. After completion of filling operation both the pail should be transferred to the outfeed conveyor with the help of dock chain conveyor. Operator will place the Lid manually on filled pail for further Lid Pressing Operation. The pail filling unit should have No Container no fill check system.

Other requirements are like -

1. Recipes system should be able to store number of filling sizes.



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2. Machine should be constructed in MS / SS CLADDING
3. Machine tank should be in S.S.304.
4. Speed of the machine – Four Pail of Twenty Six Liter in one minute
5. Drip Free - Drip free operations are required. Neck entry of the container with the drip tray provision for prevention of accidental drop if any is desired.
6. Accuracy - Filling Accuracy of +/- 15 To 20 gm max.
7. Filling capacity: 5 kg to 26 kg.
8. Safety Device - Non-Contact sensors ensure that “NO PAIL NO FILL” status to avoid spillage in absence of container.
9. Electronic Control - PLC controls for various function of the machine and facilities should be controlled by PLC and setting should be done by HMI (Human Machine Interface). Volume / Weight settings should be on touch screen for minimum change over time.

Standard Accessories

The filling machine should be constructed in M.S. And all components should be of standard quality.

Utilities – Required specification

- Electrical power supply -415 volt (3 ph) with neutral.
- Air pressure - 6 kg /cm².
- Product inlet line - 2/3 inch NB

Lid Pressing Unit: Motorized twin slat chain conveyor with roller.

Technical Specifications of Lid Pressing Machine:

- Conveyor Length; 1500 mm
- Conveyor Width: As per pail minimum & maximum diameter.
- Slat width: Twin slat Chain, (500 mm)
- No of Rows 2 Nos
- Height 600mm+/- 50mm or to match the height of filling machine.
- Drive: VFD with Motor.
- Side Guides: MS powder coated with UHMWPE profile.
- Idler Roller Conveyor; Roller SS 202, Machine Frame should be of MS.
- Packing Table: 1500mm X 1500mm MS Body cladding with SS 304.



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Lid Pressing Unit Operations:

Lid pressing unit should consists of pneumatic pressing unit and independently drive inclined powerised rollers having manual adjustment to raise or lower the height as per pail height and also adjust the inclination for effective pressing by means of rollers, mounted on top of the Lid pressing unit. Roller /Belt should be driven by VFD drive of suitable KW motor. Lid shall be placed manually on the pail before entering into Lid Pressing unit.

The Oil Pail Filling Machine should be supplied complete with all required accessories to deliver the required performance level. Order will be placed on the vendor whose total machine cost comes out to be lowest.

The vendor has to liaison with DNH weights & measure department for stamping of the Oil Pail Filling Machine and provide stamping fee receipt along with the stamping certificate to the company.

Your offer, complete in all respect furnishing above details should be submitted to us on or before the due date.

Thanking you,

For Balmer Lawrie & Co. Ltd

Shobhit Srivastava

Manager-Purchase

09898896501



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SPECIFICATION			
AUTOMATIC LINEAR TYPE DOUBLE HEAD PAILS FILLING MACHINE WITH CONVEYOR SYSTEM			
SL. NO.	Technical Specification as per BL's requirement		Confirmation by vendors
1	Product Specification		
1.1	Name of the Liquid	LUBRICANT	
1.2	Nature of Liquid	Free flowing	
1.3	Viscosity	30 to 400 cst @40 degree C	
1.4	Incipient crystallization	Na	
1.5	Temperature of Liquid	Ambient to 50 deg.C	
2.0	Filling Line		
2.1	Product-Product will be supplied through 80/50mm dia.pipe line using 3kg/cm2 (max) pumps from the finished product tanks.	a)Main Line-80/50 mm dia. b) Tap-off point-50mm with on-off valve. c) Rate of discharge-appx.150LPM d) Line pressure-3-4 kg/cm2	
2.2	Inlet line size	To be specified by the vendor,considering the flow rate to achieve the desired filling capacity.	
2.3	Pail /Can details	5 Liter,7.5 Liter,8.5Liter,10 Liter,15 Liter,20 Liter &26 Liter Capacity.	
2.4	Filling type	a)Top filling with coarse & fine filling stage	
		b) No pail No fill logic	
		c) Provision of emergency stop switch in display panel.	

Vendor Company

Contact Person.

Contact Number.

Signature with official stamp



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2.5	Filling Heads	a)Electropneumatically operated suitable dia stainless steel filling head with drip free arrangement.	
		b)Provision to operate filling through any one head or any number of of heads at any point of time.	
		c) Filter (40 micron)/Regulator.This is part of FRL Unit (For Air supply)	
2.6	Filling Speed	At least 4 pails/minute(Pail containing 26 liters	
2.7	Resolution	5 grams	
2.8	Filling Accuracy	+/- 15/20 grms	
2.9	Control valves	Ball valve with pneumatically operated actuator,with on/off indicator	
2.10	Solenoid valves	As per requirement	
2.11	Area of classification	Non - hazardous	
2.12	Flanges/ End connections	Class 150 ASA RF	
2.13	Electrical power	supply voltage 415 volt AC .If voltage stabilizer required for clean power supply of stabilizer should be in vendors scope.	

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3.00	Weighing Platform		
3.1	Dimension	To be specified by the vendor,considering the different pail sizes	
3.2	Platform material	Mild steel with powder coating	
3.3	Top cover	SS 304 or better	
4.00	Load cells		
4.1	Type	To be specified by the vendor	
4.2	No of Load cells	1.(one) One dedicated load cell is to be provided for each Filling Head .Multiple load cell for the same filling head shall not be acceptable.	
4.3	Weighing Capacity	60 Kgs of each Load cell	
4.4	Weighing accuracy	+/- 15-20 grms	
4.5	Over load protection	Mechanical Stopper	
4.6	Safe Overload	150% of full scale	
4.7	Ultimate load	300% of full scale	
5.00	Display & Control Unit		
5.1	Type	a) PLC Control	
		b)Provision to control the full system from the display unit	
5.2	Display system	a) Independent Weight display for two filling heads	
		b)LED display or Graphic LCD display with backlit version	
5.3	Indications	Gross weight , net weight, tare weight, error number, etc.	

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5.4	Control system	Push buttons for start,stop,with Auto manual selector switch.	
5.5	Computer Interface	Software for computer Interface/RS 485 Serial Interface or higher version for printer Interface for printing date ,time ,tare weight,net weight,gross weight ,etc.	
5.6	Relay output configurations	1.Filling platfrom lift 2.Filling Nozzle Open/close 3. Coarse & Fine filling 4.Conveyor ON/Off and any other output required to control the system from control panel.	
6.00	Operational/Control		
6.1	Safety Interlocks	1. No Pail No filling .Filling will not start without finding pails on the filling platform.	
		2.Tare weight pails to be cross checked.	
		3. Filling should not be commenced, unless error is acknowledged.	
6.2	Auto tarring	1. Tarring to be done automatically before starting the filling.	
		2. Provision for manual tarring through tare key to be provided.	

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6.3	Error indications	The following (minimum) error indication are to be shown on the display board with error Number. 1. Set point error 2. Over/Under filling error 3. Tare weight error. 4. In case of power failure the filling operation to continue and should not start from zero again	
7.00	Conveyor System		
7.1	Automated in feed powerised conveyor with Automatic Bung orientation system.	1. conveyor type and MOC to be specified by the vendor	
		2. Approx 2 meter long in feed motorized conveyor system slat (SS304 or better)/chain type with guards suitable for safe pail transfers.	
		3. Height / clearance from FFL -to match with filling platform.	
		4. width to be specified by the vendor after considering the various pail sizes and shape.	

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7.2	Automated Filling Platform Conveyor.	1.Conveyor type and MOC to be specified by the vendor.	
		2. Approx 2 RM long motorized conveyor system with guards suitable for safe pail transfers.	
		3. Height / clearance from FFL -to match with filling platform.	
		4. width to be specified by the vendor after considering the various pail sizes and shape.	
7.3	Automated out feed powerised conveyor with Automatic Bung orientation system.	1.Conveyor type and MOC to be specified by the vendor	
		2.'Approx 2 meter long out-feed motorized conveyor system with guards suitable for safe pail transfers.	
		3. Height / clearance from FFL -to match with filling platform.	
		4. Width to be specified by the vendor after considering the various pail sizes and shape.	

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8.00	Automatic conveyORIZED Lid Pressing Unit		
8.1	Type & MOC	To be specified by the vendor	
8.2	Capacity	1. 1.5 meter long conveyor system with guards suitable for safe pails transfer.	
		2. To be synchronized with filling machine rating.	
		3. Off line Lid pressing facility should be available .	
9.00	Accumulation table		
9.1	Type & MOC	To be specified by the vendor. However the top shall be provided with idle roller and the size of the table should be 1.5 m X 1.5 m.	
10.00	General		
10.1	Drawing	GAD to be provided by the vendor before supply of the Pail Filling Machine.	
10.2	Programme Details	Copy of installed program on PLC should be provide in a pendrive / CD.	

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MAKES OF MAJOR COMPONENTS TO BE USED IN THE MACHINES:

Sl.No	Components	Preferred makes
1	Motors	Siemens / ABB / Bonfiglioli / Rotomotive
2	Servo Drives	ABB / Bosch / Fanuc / Mitsubishi
3	AC / Frequency drives	Siemens / Danfoss / ABB /omron
4	Gear box	Bonfiglioli / SEW /Rotomotive
5	Electrical Panel / Control panel	L&T / Siemens / Vendors own make
6	Switchgears	L&T / Siemens
7	Contacts / relays	AB / Omron / Siemens
8	PLC	ABB / Siemens / Mitsubishi / OMRON
9	Pneumatics	SMC / FESTO / BOSCH/ROTEX/JANATICS
10	Power Cables & Control Cables	Finolex, CCI, Polycab

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General Terms & Conditions

Annexure-A

- 1.1 **Submission of offer: Submission of offer:-** Bidder shall submit their un price bid in a single bid/envelope, Superscripting the envelope with tender no., date & due date along with following enclosures-
- (i) Covering letter
 - (ii) Signed and Stamped tender document as a token of acceptance of tender terms.
 - (iii) Technical details (if any)
 - [iv] EMD :-[As per details given below] and Offer without EMD would not be accepted from Non-MSME vendors. Please refer below for more details.Tenderers /Bidders are required to pay an EMD amount of Rs 20,000 by way of Demand Draft / A/C Payee pay order/ Bank Guarantee / NEFT/RTGS/IMPS/ Online Transfer. Proof of the same has to be submitted along with the unpriced bid. The Demand Draft should be drawn in favor of “Balmer Lawrie & Co. Ltd” payable at Silvassa for EMD. EMD in the form of Bank Guarantee as per the company’s specified format may also be submitted. EMD/Security Deposit can also be paid directly to our HDFC Bank Limited (Account No. 00740110000057 NEFT Code - IFSC “HDFC0000074”) through electronic transfer and proof of transfer of funds should be deposited with us.EMD of the unsuccessful Tenderers will be refunded after finalization of Tender. EMD shall not bear any interest. MSME/SSI registered company/unit has to submit the proof of registration [As per below clause] to get the waiver of EMD.
- EMD of non-successful bidder would be returned after finalization of tender. EMD of successful bidder would be retained as security deposit till the execution of contract. Each page of the offer (enclosures) has to be acknowledged by the bidder with their acceptance (signature company stamp). In case of offer, which are not found in line with our guidelines and Terms & Conditions, may subject to rejection.

1.2 Provisions for Micro and Small Enterprises (MSE):

Following benefits would be extended to qualifying MSE vendors as per Public Procurement policy for MSEs subject to meeting the qualification criteria.

- a. Qualifying Registered MSE vendors shall be exempted from need to furnish EMD, subject to submission of their registration details and meeting the qualification criteria.

Qualification Criterion for MSE’s for availing the above benefits:

- b. MSE 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 MSE vendor under this tender. Qualifying and Registered MSE vendors shall be exempted from need to furnish EMD, subject to submission of their registration details. Declaration of Udyog Aadhar Memorandum [UAM Number] number on Central Public Procurement Portal [CPPP] is mandatory. It is also required for the MSE vendors to submit a certificate (certified by a practicing Chartered Accountant) for investment in Plant & Machinery or equipment by them. It is further required to submit audited balance sheet and Profit & Loss account for their turn over for the last completed Financial Year Certified by a Practicing Chartered Accountant or in the absence of the audited balance sheet and Profit & Loss Account, the turnover for the last completed Financial Year should be certified by a practicing Chartered Accountant.



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- c. The above-mentioned provisions are meant for procurement of only goods produced and services rendered by MSEs and not for any trading activities done by them. A self-certification to be provided by the bidder that the tendered item is manufactured or serviced by them and no trading activity for the tendered item is undertaken by them. Balmer Lawrie & Co Ltd reserves the right to verify the same.
- d. All of the above details are mandatory to qualify for availing the benefits as per Public Procurement Policy for MSEs.

Bidder should read **Government Notification dated 1st, June'2020 in respect of "New Definition of MSE" as under** before furnishing their MSE status to qualify for availing the benefits as per Public Procurement Policy for MSEs.

MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES NOTIFICATION

New Delhi, the 1st June, 2020

S.O. 1702(E).—In exercise of the powers conferred by sub-section (1) read with sub-section (9) of section 7 of the 'Micro, Small and Medium Enterprises Development Act, 2006 (27 of 2006) and in supersession of the notification of the Government of India, Ministry of Small Scale Industries, dated the 29th September, 2006, published in the Gazette of India, Extraordinary, Part II, Section 3, Sub-section(ii), vide S.O. 1642(E), dated the 30th September 2006 except as respects things done or omitted to be done before such supersession, the Central Government, hereby notifies the following criteria for classification of micro, small and medium enterprises, namely:—

(i) a micro enterprise, where the investment in Plant and Machinery or Equipment does not exceed one crore rupees and turnover does not exceed five crore rupees;

(ii) a small enterprise, where the investment in Plant and Machinery or Equipment does not exceed ten crore rupees and turnover does not exceed fifty crore rupees;

This notification shall come into effect from 01.07.2020

Preference to Make In India Policy – Local content in the tendered items (Order No P-45021/2/2017-PP (BE-II) dated 04.06.2020 of Department for promotion Of Industry and Internal Trade, Ministry of Commerce and Industry, Govt Of India. Further the above referred Order defines 'Local Content', "Class -I local supplier" and "Class II local supplier" as under: "Local Content" means the amount of value added in India which shall unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all custom duties) as a proportion of the total value, in percent.

Class – I local supplier – means a supplier or service provider, whose goods, services or works offered for procurement, has local content equal or more than 50%, as defined under this Order.

Class – II local supplier – means a supplier or service provider, whose goods, services or works offered for procurement, has local content more than 20% but less than 50 %, as defined under this Order.



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Non-Local supplier' means a supplier OR service provider, whose goods, services or f works offered for procurement, has local content less than or equal to 20%, as defined under this Order. In view of above guidelines, you are required to furnish information in the following prescribed format and to provide a certificate duly signed by authorized person of your company letter head regarding the percentage of local content of the item (s). Your attention is also drawn towards Para 9 (f) and (g) of the above referred Order of GOI, prescribing action in case of false declaration, as under.

This tender is for Class-I, Local Supplier only so vendor has to give the declaration of the same.

1.3 Pre-Qualification Criteria

1.3.1 Average annual turnover of the tenderer shall be minimum of **Rs 30 Lacs** during last three financial years ending 31st March, 2020 preferably in related business.

1.3.2 The tenderer should have successfully executed Pail Filling Systems of similar kind of the following minimum values during past three years ending 31st March, 2020.

- a. 3 jobs each of value not less than **Rs 15 lacs** or
- b. 2 jobs each of value not less than **Rs 20 lacs** or
- c. 1 job of value not less than **Rs 30 lacs**

Copy of work orders and completion certificates / commissioning report from the owner/ consultant should be enclosed as supportive documents. Order copy issued by the owner to the consultant shall also be furnished if the completion certificate is issued by the consultant on behalf of the owner.

1.3.3 Tenderer should have valid PAN, **GSTIN registration**, PF registration, ESI registration. Copy of the same shall be submitted along with techno commercial offer.

1.3.4 The bidder shall ensure that necessary spares are always available with their service centres in and around Silvassa necessary after sales service to BL during the performance guarantee period and AMC period. Documentary evidences for the details of service centres situated within 200 km distance from the plant site should be enclosed with the offer.

1.3.5 The bidder should submit the schematic diagram of the unit including ratings, list of manufactures, type, size, and other technical data of the equipment's used as specified in technical specification for the unit along with the offer. Offers without such information will not be eligible for consideration. A team of owner official may / may not visit the facilities of the bidders, and the projects executed for verification.

1.4 Delivery schedule: - The entire work including supply installation, integration, and providing of its performance should be completed within 12-14 weeks from the date of Purchase Order



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(PO) or LOI whichever is earlier. However, the short/early delivery period quoted by bidder for the job(s) may be preferred. The delivery shall be made to our works at

To. Balmer Lawrie & Co. Ltd.

Greases & Lubricants

Division, Survey NO. 201/1, Saili Village,

Silvassa - 396230

1.5 Liquidated damages:- In case of failure to deliver the item (of acceptable quality) by the successful vendor, as per the delivery schedule, penalty by means of deduction of in PO value @ 0.5% per week subject to a maximum of 5.0% shall be applicable.

1.6 Jurisdiction: - All disputes are subject to Silvassa jurisdiction.

1.7 After sales service: - Bidder shall furnish the contact details of their after sales service facility available in and around Silvassa.

1.8 Inspection: – BL may / may not visit the vendor's workshop for inspection of the machine for its performance confirmation before delivery of the machine. The vendor has to intimate one week in advance for inspection.

1.9 Price schedule: - Price bid over email/fax or in sealed envelope are not acceptable and bidder has to quote the price on our e-procurement portal only.

1.10 Payment terms: - (i) 90% on 30 days credit after successful supply, install & commissioning or the from date of submission of bill whichever is later (ii) Balance 10 % of PO Value shall be kept as retention money & will be released after completion of guarantee period without any interest or against submission of performance bank guarantee.

1.11 Performance Bank Guarantee (PBG): - PBG shall be furnished in BL specified format and shall be valid for one year from the date of successful commissioning.

2.0 Guarantee/warranty Period: - **12 (Twelve) month's replacement warranty from the date of successful commissioning of the unit.** During this guarantee period the performance of the supplied item has to be in line with the expected / agreed quality as per tender/PO and if not then vendor has to replace/rectify the same at **no extra cost to BL** and to the satisfaction of BL/tender.

2.1 Emergency Spares – Vendor has to provide a list of emergency spares along with technical specification and the estimated price.

2.2 AMC Charges – Estimated AMC charges after the warranty period.



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- 2.3 Operation Manual – Vendor has to provide three sets of Operation Manual covering Dos and Don'ts and fault findings.
- 2.4 **Validity of offer:** - The offers shall remain valid for a period of 60 days from the date of closing of the tender.
- 2.5 **Documentation:** - Vendor has to submit all technical details of the supplied machine, installed program, circuit details and other hardware details which is used to manufacturing the machine.
- 2.6 **Selection & placement of offer:-** A tenderer must have to quote considering all the items/heads under supply and installation. Balmer Lawrie & Co. Ltd. reserve the right to reject/accept all or any offer(s) without assigning any reason whatsoever. Purchase/work order should be placed on a single technically & commercially qualified vendor, whose total price (Supply + Installation & testing) stands lowest.
- 2.7 **GST Clause:** - "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.
- 2.8 **Training:** - The successful bidder should arrange training to BL engineers for operation and maintenance of the system at BL, free of cost.
- 2.9 **Procedure for Bid Submission:**
The bidder should submit their response through bid submission to the tender on e-Procurement platform at <https://balmerlawrie.eproc.in> by following the procedure given below. The bidder would be required to register on the e-procurement <https://balmerlawrie.eproc.in> and submit their bids online. No offline bids/email/fax/envelop/hard copy would be entertained by the Tender Inviting Authority. The bidders should submit their eligibility and qualification documents, Technical bid, financial bid etc., in the standard formats prescribed in the Tender documents displayed in procurement web site. The bidders should upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria/technical bids in the e-Procurement 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 should sign on the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.



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Registration with eProcurement platform:

For registration and online bid submission bidders may contact HELP DESK of M/s C1India 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.

<u>Contact Person (Monday to Friday)</u>	<u>E-Mail ID</u>	<u>Tel. No.</u>
Mr.Tirtha Das (Kolkata)	tirtha.das@c1india.com	9163254290
Mr.Partha Ghosh (Kolkata)	partha.ghosh@c1india.com	8811093299
Ms. Ujwala Shimpi (Mumbai)	ujwala.shimpi@c1india.com	022-66865608
Helpdesk Support (Kolkata)		8017272644

Address: M/s C1 India Pvt Ltd., C104, Sector – 2, Noida 201 301.

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. should not be responsible for incomplete bid submission by users. Users may also note that the incomplete Bids should not be saved by the system and are not available for the Tender Inviting Authority for Processing. Before uploading scanned documents, the bidders should sign on all the statements, documents, Certificates uploaded by him, owning responsibility for their correctness / authenticity. All the bidders who do not have Digital Certificates need to obtain Digital Certificate. They may contact help Desk of C1 India Pvt Ltd.

Vendor's company:

Contact Person:

Contact Number

Signature with official
stamp



Balmer Lawrie & Co. Ltd. (G & L- SILVASSA)

(A government of India Enterprise)

Survey No.201/1,Saily, Silvassa -396230(D & NH)

Phone- 9099084731 (Ext-12), E-mail – srivastava.sk@balmerlawrie.com

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 should not be responsible for any claims/problems arising out of this.

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. The company reserves the right to accept or reject any or all offers without assigning any cause. Incomplete offers are liable to be rejected.

Tender Cancellation Clause

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.

Vendor's company:

Contact Person:

Contact Number:

Signature with official
stamp



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HSE Chapter

Annexure-c

In order to achieve the Tender goal in a very smooth & SAFE manner, all the Bidders are required to comply with this HSE chapter, before, during and after the tender finalization or related job execution, in following prescribed procedure:

Annexure – C-1

Pre-Qualification Questionnaire for Contractor

Guidelines for Completion of Questionnaire

- The potential bidder is to ensure that the answers provided are focussed against the activities indicated in the pre-tender document.
- The information is supplied in the same format and sequence in which they appear in the questionnaire. A minimum of 12 has to be obtained in the HSE pre-qualification questionnaire.
- Failure to supply information that accurately and fully covers the material requested may result in an individual Contractor failing to meet minimum expectations and therefore being disqualified.
- Contractor shall provide information that is authentic and documentary evidence.
- Even after getting pre-qualified, if it comes to the notice that non-authentic documents are provided, the Contractor may be disqualified and if any Contract is in place, it may be terminated immediately.
- BL shall have right to audit Contractors records to verify the authenticity of the documents, during any phase of the Contract.

Questionnaire for HSE Pre-Qualifications of contractors:

Contactor Details	
Company Name	
Contact Person for HSE	
Name	
Telephone Number	
E-Mail Address	

	Question	Response		Evidence Required at bidding Stage	Weightage if complied
		Yes	No		
1	Do you have a signed and dated HSE Policy?	<input type="checkbox"/>	<input type="checkbox"/>	Attach HSE Policy	1
2	Do you confirm that you will comply with BL HSE Policy in as much as it is applicable to your scope of work?	<input type="checkbox"/>	<input type="checkbox"/>	None	1
3	Do you have a Health and Safety System certified by an accredited body to a	<input type="checkbox"/>	<input type="checkbox"/>	Provide Current Certificate	3



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	Question	Response		Evidence Required at bidding Stage	Weightage if complied
		Yes	No		
	recognized standard? (Eg : OHSAS 18001)				
4	Do you have an Environmental Management System Certified by an accredited body to a recognized standard? (Eg : ISO 14001)	<input type="checkbox"/>	<input type="checkbox"/>	Provide Current Certificate	3
5	Have you identified, documented and maintained your Health and Safety risk assessment of your activities?	<input type="checkbox"/>	<input type="checkbox"/>	None	3
6	Have you identified, documented and maintained your Environmental Impact Assessment of your activities?	<input type="checkbox"/>	<input type="checkbox"/>	None	3
7	If you use subcontractors, will you assess them in terms of HSE?	<input type="checkbox"/>	<input type="checkbox"/>	None	2
8	Have you produced project/contract HSE plans for recently completed work?	<input type="checkbox"/>	<input type="checkbox"/>	None	2
9	Is HSE Covered in your company's organization chart?	<input type="checkbox"/>	<input type="checkbox"/>	Provide Current Org Chart.	2
10	Have HSE roles and responsibilities been defined in your company?	<input type="checkbox"/>	<input type="checkbox"/>	None	2
11	Have your employees received documented HSE training appropriate to the task they will undertake?	<input type="checkbox"/>	<input type="checkbox"/>	None	2
12	Do you identify and monitor compliance with HSE Legislation?	<input type="checkbox"/>	<input type="checkbox"/>	None	2
13	Do you carry out regular medical examination for your employees?	<input type="checkbox"/>	<input type="checkbox"/>	None	1
14	Is your company free from any charges or notices served by the regulatory authorities in relation to HSE in the last 3 years?	<input type="checkbox"/>	<input type="checkbox"/>	None	1
15	Do you have any procedure of reporting HSE Incident and investigation?	<input type="checkbox"/>	<input type="checkbox"/>	None	2

	Please provide your accident data for the current year and the last 2 calendar years Note: this must include the data	Current Year	Current Year -1	Current Year -2	Period Average (Three years average)



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	of any contractors working for your organization.				
16	Number of Fatalities				
17	Number of Environmental Incidents reported to Pollution Control Board				
18	Number of accidents with 2 or more days lost time.(LTI)				
19	Man Days Lost				
20	Total Hours Worked				

I confirm that the above information is correct and that further evidence to support this will be provided to BL on request.

Name	Position	Company	Date	Signature

Annexure – C-2

HSE Requirements BY CONTRACTORS (To be a part of contract documents)

Housekeeping

Contractors shall ensure that their work area is kept clean tidy and free from debris. The work areas must be cleaned on a daily basis. Any disposal of waste shall be done by the Contractor.

All equipment, materials and vehicles shall be stored in an orderly manner. Access to emergency equipment, exits, telephones, safety showers, eye washes, fire extinguishers, pull boxes, fire hoses, etc. shall not be blocked or disturbed.

Confined Space

Before commencing Work in a confined space the Contractor must obtain from BL a Permit to Work, the Permit to Work will define the requirements to be followed.

As minimum Contractors must ensure the following:

- Confined spaces are kept identified and marked by a sign near the entrance(s).
- Adequate ventilation is provided
- Adequate emergency provisions are in place
- Appropriate air monitoring is performed to ensure oxygen is above 20%.
- Persons are provided with Confined Space training.
- All necessary equipment and support personnel required to enter a Confined Space is provided.



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Tools, Equipment and Machinery

The Contractor must ensure that all tools & equipment provided for use during the Work is:

- suitable for its intended use;
- safe for use, maintained in a safe condition and where necessary inspected to ensure this remains the case (any inspection must be carried out by a competent person and records shall be available);
- Used only by people who have received adequate information, instruction and training to use the tool or equipment.
- **Provided with Earth leakage circuit breaker (ELCBs)** at all times when using electric power cords. Use of electrical tape for temporary repairs is prohibited.

Working at Height

Any Work undertaken where there is a risk of fall and injury is considered to be working at height.

For any Contractor Personnel working at height, Contractors shall provide fall prevention whenever possible and fall protection only when fall prevention is not practicable. Before commencing Work in a height the Contractor must obtain from BL a Permit to Work, the Permit to Work will define the requirements to be followed. Supervisor must be present at all point of time, to ensure no deviation occur during the course of work.

Fall Prevention System

Fall prevention systems (e.g. fixed guardrails, scaffolds, elevated work platforms) must provide protection for areas with open sides, including exposed floor openings.

Fall Protection Systems

Where fall protection systems are used then the Contractor must ensure the following is applied:

- i. Only approved full body harness and two shock-absorbing lanyards are used,
- ii. Prior establishment of a rescue plan for the immediate rescue of an employee in the event they experience a fall while using the system,
- iii. Anchorage points must be at waist level or higher; and capable of supporting at least the attached weight,
- iv. Lifeline systems must be approved by BL before use.
- v. Use of ISI marked industrial helmet at all point of time.

Scaffolding

All scaffolds shall subject to a documented inspection by a competent person and clearly marked prior to use. The footings or anchorage for scaffolds shall be sound, rigid and capable of carrying the maximum intended load without settling or displacement. All scaffolding materials should be of MS tubular type.



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Guardrails and toe-boards shall be installed on all open sides and ends of scaffold platforms. Scaffolds shall be provided with an access ladder or equivalent safe access. Contractor Personnel shall not climb or work from scaffold handrails, mid-rails or brace members.

Stairways and Ladders

Ladders should only be used for light duty, short-term work or access in line with the below and the Site Requirements.

- a. Fabricated ladders are prohibited.
- b. Ladders will be secured to keep them from shifting, slipping, being knocked or blown over.
- c. Ladders will never be tied to facility services piping, conduits, or ventilation ducting.
- d. Ladders will be lowered and securely stored at the end of each workday.
- e. Ladders shall be maintained free of oil, grease and other slipping hazards
- f. Ladders will be visually inspected by a competent person and approved for use before being put into service. Each user shall inspect ladders visually before using.
- g. Ladders with structural defects shall be tagged "Do Not Use," immediately taken out of service, and removed from the Site by the end of the day.

Roof Work/Access

Roof work and access to roofs must not be undertaken without prior authorization from BL if require.

Overhead Work

A secure exclusion zone shall be maintained by Contractor below overhead work to prevent access. It is forbidden to work beneath a suspended load.

Lifting Operation.

Cranes and Hoisting Equipment

Contractors shall operate and maintain cranes and hoisting equipment in accordance with manufacturers' specifications and legal requirements.

Only Contractor Personnel trained in the use of cranes and hoists are permitted to use them.

Lifting Equipment and Accessories

All lifting equipment / accessories e.g., slings, chains, webbing, chain blocks, winches, jacks etc shall be indicated with their safe working load have an identification number visible on the unit and be inspected and tested in accordance with legal requirements.

Damaged equipment / accessories and equipment shall be tagged "out of use" and immediately removed from Site.



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Lockout Tag out (“LOTO”)

Prior to performing work on machines or equipment, the Contractor shall ensure that it is familiar with LOTO and Permit to Work procedures and that all of its affected Contractor Personnel receive the necessary training.

Barricades

Floor openings, stairwells, platforms and walkways, and trenching where a person can fall any distance shall be adequately barricaded and where necessary, well lit. Where there is a risk of injury from a fall then rigid barriers must be used.

Barricades must also be used to prevent personnel entering an area where risk of injury is high e.g., during overhead work activity or electrical testing etc. Such barricading must provide clear visual warning..

Compressed Gas Cylinders

Gas cylinder shall be securely stored and transported, and identified and used in line with the local requirements. Hose lines shall be inspected and tested for leaks in line with local requirements. Flash Back arrestor to be used to prevent any explosion due to back fire.

Electrical Safety

Prior to undertaking any work on live electrical equipment the Contractor must obtain a Permit to Work from BL. Where ever possible live work should be avoided. Any control measures highlighted shall be implemented prior to work commencing.

The below measures will be taken:

- a) Work practices must protect against direct or indirect body contact by means of tools or materials and be suitable for work conditions and the exposed voltage level.
- b) Energized panels will be closed after normal working hours and whenever they are unattended. Temporary wiring will be de-energized when not in use.
- c) Only qualified electrical Contractor Personnel may enter substations and/or transformer and only after being specifically authorized by BL.

Hot Works

A Permit to Work must be obtained from BL prior to any hot works (welding, grinding, open flame work). Suitable fire extinguishing equipment shall be immediately available. Objects to be welded, cut or heated shall be moved to a designated safe location, or, if they cannot be readily moved, all movable fire hazards in the vicinity shall be taken to a safe place. Personnel working around or below the hot works shall be protected from falling or flying objects.



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Prior to the use of temporary propane or resistance heating devices approval must be obtained from BL.

Trenching, Excavating, Drilling and Concreting

A Permit to Work must be obtained from BL and all underground lines, equipment and electrical cables shall be identified and located prior to beginning the work. The Contractor shall assign a competent Contractor Personnel to all trenching and excavation work.

Safe means of access and egress shall be located in trench excavations. Daily inspections shall be conducted by a competent Contractor Personnel for evidence of a situation that could result in possible cave-ins, indications of failure of protective systems or other hazardous conditions.

Physical barriers shall be placed around or over trenches and excavations. Flashing light barriers shall be provided at night.

Environmental Requirements

Waste Management

The Contractor is responsible to remove any waste generated by the work being done on the Site. The Contractor must dispose of the waste in line with the relevant local legislative requirements. The waste disposal route shall be documented and made available for BL to review at any time and may be subject to BL's prior approval.

Wastes (includes rinse from washing of equipment, PPE, tools, etc) are not to be poured into sinks, drains, toilets, or storm sewers, or onto the ground. Solid or liquid wastes that are hazardous or regulated in any way are not to be disposed of in general site waste receptacles.

Spills

The Contractor is responsible for the provision of adequate spill kits/protection and the clean up and disposal costs arising from such spills.

Emissions

The Contractor shall identify and quantify any emission sources associated with the Works. The control measures associated with these emission shall be subject to the approval of BL. Emissions include but are not limited to noise, dust, fumes, vapours.



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3.0 Undertakings and Obligations of BL

- 3.1 **Power supply:** BL shall provide free one power point within battery limits. Contractor may use an extension cable at this own cost with prior permission of BL.
- 3.2 **Water supply:** BL shall provide free one connection within battery limits. Contractor may take an extension at this own cost with prior permission of BL.
- 3.3 **Storage:** BL shall provide space for storage of equipments, raw material etc. Temporary partition, doors etc if required shall be arranged by the vendor at this own cost.
- 3.4 **Security:** No special security other than normal plant security shall be provided.

Vendor's company:

Contact Person:

Contact Number:

Signature with official
stamp