

# Balmer Lawrie & Co. Ltd.

( G & L- Silvassa )

( A Government of India Enterprise )

Survey No. 201/1, Sayli, Sayli-Rakholi Road, Silvassa-396230.

Phone- 9099084731 [Ext -12]

E-mail- [srivastava.sk@balmerlawrie.com](mailto:srivastava.sk@balmerlawrie.com)

## TENDER ENQUIRY

**Tender No. : GLS/TE20/005 Date 19/05/2020**

**Due date and time : 03/06/2020 till 6.00 PM**

**Subject :- Two Year Rate Contract for testing, servicing and Re-filling as per the scope of work and as per statutory requirement for Fire Extinguishers .**

Online offers are invited from manufacturers of repute and / or authorized distributor / agents for the subject work at our Grease and Lubricants Division, Silvassa. The tender is divided into three sections as follows :

- Annexure A : Scope of Work
- Annexure B : General Terms and Conditions
- Annexure C : Price Schedule
- Annexure D : HSC Chapter

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

Thanking you,

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

(S.K Srivastava )  
Manager (Purchase)

Encl.: As above

# Balmer Lawrie & Co. Ltd.

(G & L- Silvassa)

( A Government of India Enterprise )

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**Annexure-A**

## 1.0.0 Scope of supply / work

### 1.1.0 For fire extinguishers (All type) :

- Quarterly inspection/checking of all fire extinguishers in use.
- The inspection "Done On" and 'Due On' are to be incorporated on the sticker pasted on body of the fire extinguishers for easy identification.
- Re filling of fire extinguishers after expiry and / or use of the same with the materials having validity of two years and manufactured by "Minimax".
- If the Fire extinguishers gets used before the expiry date of it, then it has to be refilled immediately.
- If during inspection any FE spares gets damaged, then it has to be changed immediately.

### 1.2.0 Re-installation

The entire refilled units will be installed & commissioned at site by the vendor without any extra cost. The re-installed units shall carry 'stickers' on which the details of HPT & refilling date, due date (of 24 months from refilling date) etc. are to be clearly mentioned along with the unit Sr. No. The bidder is to submit the "Certificates" of job carried out in the format as approved by 'State Fire Department'.

### 1.3.0 HPT test & CO<sub>2</sub> filling

The testing can be carried out by the contractor in their works and for this the contractor may take the extinguishers from BL's plant and return the same after testing at their cost.

However supply & refilling Job(other than CO<sub>2</sub> units) to be carried out at BL site at Survey No. 201/1, Sayli-Rakholi Road, Sayli, Silvassa 396 230.

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## Annexure-B

### 1.0.0 General Terms & Conditions

#### 1.1.0 Instruction to bidders

1.1.1 Before filling up, the complete Tender document including scope of supply / work should be read properly. Please do not overwriting while filling the tender papers. The tender document may be downloaded from our web site [www.balmerlawrie.com](http://www.balmerlawrie.com) also but you have to apply on our e-proc portal named <https://balmerlawrie.eproc.in>

1.1.2 If the bidder(s) find any discrepancy, omission, ambiguity or conflict in or among the documents forwarded or be in doubt as to their meaning and interpretations, such matter shall be brought to the attention of Purchase Manager of Balmer Lawrie & Co. Ltd. (BL) at least three working days prior to due date and time of the tender.

1.1.3 Submission of tender will be the conclusive evidence as to the fact that the bidder 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.

#### 1.2.0 Submission of offer

The offer should be submitted online through Balmer Lawrie e-procurement Portal <https://balmerlawrie.eproc.in>

Clarifications can be obtained in person/writing from the undersigned during working Hours before the last date of submission of bids.

1.3.0 **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 10,000 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. EMD of successful tender may be retained as part of security Deposit.

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## 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.

## 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)	<a href="mailto:tirtha.das@c1india.com">tirtha.das@c1india.com</a>	9163254290
Mr.Partha Ghosh (Kolkata)	<a href="mailto:partha.ghosh@c1india.com">partha.ghosh@c1india.com</a>	8811093299
Ms. Ujwala Shimpi (Mumbai)	<a href="mailto:ujwala.shimpi@c1india.com">ujwala.shimpi@c1india.com</a>	022-66865608
Helpdesk Support (Kolkata)		8017272644

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

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You may also get in touch with their Representative Mr. Ritabrata Chakraborty [e-mail id: [ritabrata.chakraborty@c1india.com](mailto:ritabrata.chakraborty@c1india.com), Cell No. 09748708094 alternately you may contact Mr. Ujjal Mitra [07702669806], or Mr. Rajesh Kumar – 09650465143].

## **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.

## **Submission of Hard copies:**

The bidders are requested to submit the demand drafts towards EMD along with other documents as required, to the Tender Inviting Authority on or before opening of due date. Under no circumstances Hard copy of Price Bid should be sent. The bidder should furnish the original DD and other documents either in person or through courier or by post and the receipt of the same within the stipulated time should be the responsibility of bidder. BL should 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.

## **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.

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

**It is Mandatory for the tenderers should visit the site and make themselves thoroughly acquainted with the nature and requirements of the work, facilities for access of materials, mode of transport and storage and removal unwanted material.**

**1.3.0 Price schedule:** - The price should be quoted (in two parts-supply & service) as per specified format given on our e-procurement portal. The price must be quoted for all the items/head of of price bid format to complete the job in all respect because no escalation in price/value should be allowed after placement of the order or during the execution of work at site.

**1.40 Bidder should submit their unpriced bid in a single bid/envelope, superscripting the envelope with tender no., date & due date along with following enclosures-**

1.4.1 Covering letter with reference No. & date

1.4.2 One full set of the entire document duly signed and stamped on all its pages as a token of their acceptance of the same in TOTO.

1.4.3 Un Price schedule (Annexure C )

**1.5.0 Selection & placement of offer**

The bidders are requested to quote for all line items as mentioned in the Price Schedule (Annexure C-I and Annexure C-II). Part offer may not be accepted by BL. BL reserves the right to accept and / or reject any / all offers without assigning any reason whatsoever and the bidders will not have any claim / objection against such decision.

Purchase/work order will be placed on a single technically & commercially qualified bidder, whose total price of entire supply and work stands lowest.

1.6.0 Proper safety measures are to be taken during the work being carried out at BL's premises. Necessary statutory formalities like PF, ESI / Medical facilities, Insurance etc. are to be complied by the contractor. BL will not be responsible for any medical expenses due to injury of compensation due to temporary / permanent disablement and / or death of the workmen while at work.

1.7.0 Safety PPs like safety shoe, safety belts, Hand-gloves, Mask and helmets etc., to be provided to the workmen during work at BL's premises. Necessary permission from BL's engineer in charge is to be taken during work at heights.

1.8.0 Workmen engaged in toxic chemicals, cement, paints etc. should be provided with gloves, goggles mask and other protective equipment as per recommendation.

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## 1.9.0 Period of Contract

Two year from the date of placement of LOI / PO. The contractor must attend the worksite within 24 hours in case of emergency from the date and time of call up from BL. However for normal and regular services / supply, this should be done within 3 (three) working days from the date and time of call up by BL.

This contract may be renewed for one more year after mutual consent of BL and the contractor at same rate and terms at sole discretion of BL. No claim / compensation will be accepted in case this renewal is not done by BL.

## 2.0.0 Liquidated Damages

For emergency cases, BL will carry out the job at the “Risk and Cost” of the contractor.

## 3.0.0 Payment terms

**3.0.1 AMC part of Extinguisher – Quarterly** within 30 days from the date of submission of invoice against each **completed** services / maintenance and submission of necessary reports as applicable.

**3.0.2 Supply & refilling part** – 100% along with all taxes and duties as applicable within 30 days from the date of supply and submission of invoice copy.

## 3.0.3 Guarantee Period

12 (Twelve) months from the date of successful HPT & refilling and reinstallation against any defect identified (supply & Service both). The contractor is to rectify the defects immediately with no extra cost to BL.

## 4.0.0 Validity of offer

The validity of the offer shall be 60 (sixty) days from the due date of the tender.

**4.1.0 Working days & hours:** - All work required to be carried at BL’s premises (in respect of installation), shall be done during working days between 9:00 am. To 18:00 hrs.

**4.2.0 Jurisdiction:** - All disputes are subject to Silvassa jurisdiction.

**4.3.0 Factory Rule:** Your engineers/ workmen have to abide by the BL factory rules and regulations. Only adult and skilled workmen shall be allowed to work in BL premises.

**4.4.0 Responsibility of the vendor:** The vendor shall be responsible for any damage caused to the property and/or machinery (including its any part) of BL, directly and/or indirectly incidental to and connected with the execution of the work and shall be liable to indemnify the value of such damaged property and/or machinery.

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## 4.5.0 Site facilities by BL :

- (i) Power supply : Free at one point, any extension by vendor.
- (ii) Water supply : Free at one point, any extension by vendor
- (iii) Storage : Space by the company and security by vendor.

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

- a) MSME vendor must confirm that UAM No has been uploaded on CPPP website as required by minister vide circular no F: No21 (17) / 2016 dated 06.04.18 for qualifying to be considered as MSME vendor under this tender.
- b) Micro & small scale manufacturing units, registered under MSME/ NSIC, also complying clause of EMD: in the tender are exempted for submission of EMD amount.

6.0.0 **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.

7.0.0 **TENDER CANCELLATION CLAUSE:** Balmer Lawrie & Co Ltd (BL) may at its own discretion cancel the tender process at any time [whether before or after tender submission date] due to any unforeseen / unavoidable circumstances or due to any other reason. BL is not liable to provide any reason to th participants/ bidders in said tender for the same.



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## Annexure C

### Price schedule

REFILLING & HTP JOB FOR FIRE EXTINGUISHERS					
SR NO	DESCRIPTION OF JOBS	QTY	UNIT	UNIT RATE	AMOUNT
1	Charges of Hydraulic Pressure Testing, Refilling , Painting ,lettering and stickering Work for ABC (SP) 1Kgs. Capacity Fire Extinguishers.	1	NOS		
2	Charges of Hydraulic Pressure Testing, Refilling ,Painting,lettering and stickering Work for DCP 6Kgs. Capacity Fire Extinguishers.	20	NOS		
3	Charges of Hydraulic Pressure Testing, Refilling , lettering , stickering and Painting Work for DCP 9Kgs. Capacity Fire Extinguishers.	24	NOS		
4	Charges of Hydraulic Pressure Testing, Refilling and Painting Work for DCP 10Kgs. Capacity Fire Extinguishers.	21	NOS		
5	Charges of Hydraulic Pressure Testing, Refilling lettering , stickering and Painting Work for M/FOAM Type 9Ltrs. Capacity Fire Extinguishers.	18	NOS		
6	Charges of Hydraulic Pressure Testing, Refilling and Painting Work for CO2 4.5Kgs Capacity Fire Extinguishers. Filling of 99.9% pure Fire Fighting Gas From Explosive Approved Filling Station with Test certificate & purity certificate from Explosive Approved filling Station.	7	NOS		
7	Charges of Hydraulic Pressure Testing, Refilling lettering , stickering and Painting Work for CO2 9Kgs Capacity Fire Extinguishers. Filling of 99.9% pure Fire Fighting Ges from Explosive Approved filling station at with Test Certificate & purity Certificate from Explosive Approved filling station.	10	NOS		
8	Charges of Hydraulic Pressure Testing, Refilling, lettering , stickering and Painting Work for DCP Trolley Type 50kgs. Capacity Fire Extinguishers.	10	NOS		
	HSN No				
	GST %				
	GST Value				
	Total Cost inclusive of GST				

Name of Bidder:

Offer No..... Date.....

Contact Person :

Contact Number :

Signature with official stamp

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MATERIAL FOR REFILLING & AMC JOB OF FIRE EXTINGUISHER								
SR NO	ITEM DESCRIPTION	QTY	UNIT	UNIT RATE	HSN CODE	GST %	GST VALUE	AMOUNT (Rs)
1	Supply of material for Refills and colouring of ABC (SP) Type 1kg Fire Extinguisher complete with 50% Mono-Ammonium phosphate polyammounium phosphate of total composition of the extinguishing powder.(IS 14609: Clause 4.3: Chemical Contant)Power with Nitrogen Pressure .Vendor has to provide Certificate of Manufacturers of Exteinguishing Medium whenever refill.	1	NO					
2	Supply of materialfor for Refills and colouring of DCP Type 6kgs Capacity DCP Fire Extinguishers Complete 50% Mono-Ammonium phosphate polyammounium phosphate of total composition of the extinguishing powder.(IS 14609: Clause 4.3: Chemical Contant) ISI Mark ABC Dry Powder & Recharge 120grams ISI Mark CO <sub>2</sub> gas cartridge and required colour for painting.Vendor has to provide Certificate of Manufacturers of Exteinguishing Medium whenever refill.	20	NOS					

Name of Bidder:

Offer No.....Date.....

Contact Person :

Contact Number :

Signature with official stamp

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MATERIAL FOR REFILLING & AMC JOB OF FIRE EXTINGUISHER								
SR NO	ITEM DESCRIPTION	QTY	UNIT	UNIT RATE	HSN CODE	GST %	GST VALUE	AMOUNT (Rs)
3	Supply of materialfor for Refills and colouring of DCP Type 9kgs Capacity DCP Fire Extinguishers Complete 50% Mono-Ammonium phosphate polyammounium phosphate of total composition of the extinguishing powder.(IS 14609: Clause 4.3: Chemical Contant) ISI Mark ABC Dry Powder & Recharge 120grams ISI Mark CO <sub>2</sub> gas cartridge and required colour for painting.Vendor has to provide Certificate of Manufacturers of Exteinguishing Medium whenever refill.	24	NOS					
4	Supply of materialfor for Refills and colouring of DCP Type 10kgs Capacity DCP Fire Extinguishers Complete 50% Mono-Ammonium phosphate polyammounium phosphate of total composition of the extinguishing powder.(IS 14609: Clause 4.3: Chemical Contant) ISI Mark ABC Dry Powder & Recharge 180grams ISI Mark CO <sub>2</sub> gas cartridge and required colour for painting.Vendor has to provide Certificate of Manufacturers of Exteinguishing Medium whenever refill.	21	NOS					

Name of Bidder :

Offer No.....Date.....

Contact Person :

Contact Number :

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MATERIAL FOR REFILLING & AMC JOB OF FIRE EXTINGUISHER								
SR NO	ITEM DESCRIPTION	QTY	UNIT	UNIT RATE	HSN CODE	GST %	GST VALUE	AMOUNT (Rs)
5	Supply of material for Refills MF 9 Ltrs capacity fire extinguisher Complete with ISI Certified 60 Grams Brand New Gas Cartridge Conforming IS : 4947, Filling additives for corrosion prevention and required colour. For Foam Type fire extinguisher Foam concentrate shall be Type -1 or Type -2 as per BL plant requirement. The Foam concentrate shall be supplied as per IS 4989 clause -1.11 .The vendor please obtain manufacturers certificate of the extinguishing medium.	18	NOS					
6	Supply of material for Refills and colouring of CO2 4.5 Kgs Capacity fire Extinguishers Complete, filling of 99.9% pure fire fighting Gas from Explosive Approved filling Station with Test Certificate & purity certificate from Explosive Approved filling Station and required colour. For CO2 Fire Extinguisher, Carbon dioxide shall comply with the following requirements of Table 1, when tested by the appropriate method of test specified in (IS 15222:Table 1 Requirements : Clause 4) i) Purity, percent (V/V) : Min 99.5 . ii) Water content, percent (m/m) Max-0.015.	7	NOS					

Name of Bidder :

Offer No.....Date.....

Contact Person :

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MATERIAL FOR REFILLING & AMC JOB OF FIRE EXTINGUISHER								
SR NO	ITEM DESCRIPTION	QTY	UNIT	UNIT RATE	HSN CODE	GST %	GST VALUE	AMOUNT (Rs)
7	Supply of material for Refills and coloung of CO2 9 Kgs Capacity fire Extinguishers Complete, filling of 99.9% pure fire fighting Gas from Explosive Aproved filling Station with Test Certificate & purity certificate from Explosive Approved filling Station and required colour. For CO2 Fire Extinguisher,Carbon dioxide shall comply with the following requirements of Table 1,when tested by the appropriate methode of test specified in (IS 15222:Table 1 Requirements : Clause 4) i)Purity,percent (V/V) :Min 99.5 . ii)Water content,percent (m/m) Max-0.015.	10	NOS					
8	Supply of material for Refills DCP Type 50Kgs Capacity Fire Extinguishers Complete With 50Kgs ISI Mark siliconosied Based Sodium Bia Carbonate Dry powder & Recharge 1Kg. ISI Mark CO2 gas cartridge and required colour.The vendor please obtain manufacturers certificate of the extinguishing medium.	10	NOS					
9	Supplying and fitting of Rubber Washer set for 9lts capacity mechanical foam type fire extingusher switable for AB&C classes of fire. If require.	10	NOS					

Name of Bidder :

Offer No.....Date.....

Contact Person :

Contact Number :

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MATERIAL FOR REFILLING & AMC JOB OF FIRE EXTINGUISHER								
SR NO	ITEM DESCRIPTION	QTY	UNIT	UNIT RATE	HSN CODE	GST %	GST VALUE	AMOUNT (Rs)
10	Supplying and fitting of Gun metal Safety Clip with Chain set for 9lts capacity mechanical foam type fire extinguisher switable for AB&C classes of fire. If require.	10	NOS					
11	Supplying and fitting of Discharge Hose With Foam Making Branch pipe complete set for 9lts capacity mechanical foam type fire extinguisher switable for AB&C classes of fire. If require.	10	NOS					
12	Supplying and fitting of Discharge Gun Metal Cap(Union) complete set for 9lts capacity mechanical foam type fire extinguisher switable for AB&C classes of fire. If require.	10	NOS					
13	Supplying and fitting of Metal Safty Clip with Chain complete set for 9kg capacity CO <sub>2</sub> type fire extinguisher switable for B&C classes of fire. If require.	10	NOS					
14	Supplying and fitting of Discharge Hose (Rayon Braided) with ABC Horn for 9kg capacity CO <sub>2</sub> type fire extinguisher switable for B&C classes of fire. If require.	10	NOS					
15	Supplying and fitting of Metal Safty Clip with Chain complete set for 4.5kg capacity CO <sub>2</sub> type fire extinguisher switable for B&C classes of fire. If require.	10	NOS					
16	Supplying and fitting of Discharge ABC Horn Bend Complete set for 4.5kg capacity CO <sub>2</sub> type fire extinguisher switable for B&C classes of fire. If require.	10	NOS					

Name of Bidder :

Offer No.....Date.....

Contact Person :

Contact Number :

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MATERIAL FOR REFILLING & AMC JOB OF FIRE EXTINGUISHER								
SR NO	ITEM DESCRIPTION	QTY	UNIT	UNIT RATE	HSN CODE	GST %	GST VALUE	AMOUNT (Rs)
17	Supplying and fitting of Discharge Horn Bend Complete set for 4.5kg capacity CO <sub>2</sub> type fire extinguisher switable for B&C classes of fire. If require.	10	NOS					
18	Supplying and fitting of New Pattern sq.Grip Valve for performance based FE for 4.5kg capacity CO <sub>2</sub> type fire extinguisher switable for B&C classes of fire. If require.	10	NOS					
19	Supplying and fitting of Gun Metal Safty Clip with Chain for valve /cap complete set for 6kg capacity Dry power type fire extinguisher type fire extinguisher switable forA B&C classes of fire. If require.	10	NOS					
20	Supplying and fitting of Discharge Hose with Nozzle (Gun Metal) complete set for 6kg capacity Dry power type fire extinguisher type fire extinguisher switable forA B&C classes of fire. If require.	10	NOS					
21	Supplying and fitting of Gun Metal Cap Union with Syphone Tube and Defuser Tube complete set for 6kg capacity Dry power type fire extinguisher type fire extinguisher switable forA B&C classes of fire. If require.	10	NOS					
22	Supplying and fitting of Gun Metal Safty Clip with Chain complete set for Valve /Cap of 9kg capacity Dry power type fire extinguisher switable for AB&C classes of fire. If require.	10	NOS					

Name of Bidder :

Offer No.....Date.....

Contact Person :

Contact Number :

Signature with official stamp

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( A Government of India Enterprise )

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MATERIAL FOR REFILLING & AMC JOB OF FIRE EXTINGUISHER								
SR NO	ITEM DESCRIPTION	QTY	UNIT	UNIT RATE	HSN CODE	GST %	GST VALUE	AMOUNT (Rs)
23	Supplying and fitting of Discharge Hose with Squeeze grip Nozzle( Gun Metal) complete set for 9kg capacity Dry power type fire extinguisher switable for AB&C classes of fire. If require.	10	NOS					
24	Supplying and fitting of Discharge Hose with Squeeze grip Nozzle( Gun Metal) complete set for 9kg capacity Dry power type fire extinguisher switable for AB&C classes of fire. If require.	10	NOS					
25	Supplying and fitting of Gun Metal Cap Union Ring Assembly (old/new type) with Syphone Tube complete set for 9kg capacity Dry power type fire extinguisher switable for AB&C classes of fire. If require.	10	NOS					
26	Supplying and fitting of Squeeze Grip complete set for 9kg capacity Dry power type fire extinguisher switable for AB&C classes of fire. If require.	10	NOS					
27	Supplying and fitting of Gun Metal Safty Clip with Chain complete set for valve of 10kg capacity Dry power type fire extinguisher type fire extinguisher switable forA B&C classes of fire. If require.	10	NOS					
28	Supplying and fitting of Discharge Hose with Suueeze grip Nozzle (Gun Metal) complete set for valve of 10kg capacity Dry power type fire extinguisher type fire extinguisher switable forA B&C classes of fire. If require.	10	NOS					

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MATERIAL FOR REFILLING & AMC JOB OF FIRE EXTINGUISHER								
SR NO	ITEM DESCRIPTION	QTY	UNIT	UNIT RATE	HSN CODE	GST %	GST VALUE	AMOUNT (Rs)
29	Supplying and fitting of Discharge Hose with Squeeze grip Nozzle (Gun Metal) complete set for valve of 10kg capacity Dry power type fire extinguisher type fire extinguisher switable for A B&C classes of fire. If require.	10	NOS					
30	Supplying and fitting of Gun Metal Cap Union Ring Type cap assembly with Syphone Tube complete set for valve of 10kg capacity Dry power type fire extinguisher type fire extinguisher switable for A B&C classes of fire. If require.	10	NOS					
31	Supplying and fitting of Squeeze Grip complete set for 10kg capacity Dry power type fire extinguisher type fire extinguisher switable for A B&C classes of fire. If require.	10	NOS					
32	Supplying and fitting of Gun Metal Safty Clip with Chain for valve /cap complete set for 50kg capacity Dry power type fire extinguisher type fire extinguisher switable for B&C classes of fire. If require.	10	NOS					
33	Supplying and fitting of Discharge Hose With metal Squeeze grip control Nozzle (Aluminum metal nozzle) complete set for 50kg capacity Dry power type fire extinguisher type fire extinguisher switable for B&C classes of fire. If require.	10	NOS					
34	Supplying and fitting of Gun Metal Cap Cap Union Ring complete set for 50kg capacity Dry power type fire extinguisher type fire extinguisher switable for B&C classes of fire. If require.	10	NOS					
<b>GRAND TOTAL</b>								

Name of Bidder :

Offer No.....Date.....

Contact Person :

Contact Number :

Signature with official stamp

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AMC JOB FOR FIRE EXTINGUISHERS						
SR NO	DESCRIPTION OF JOBS	QTY	UNIT	TOTAL NO OF SERVICES FOR 2 YEARS	UNIT RATE	AMOUNT
1	AMC Charges (yearly 4 times & for 2years 8 times) for ABC (SP) 1Kgs. Capacity Fire Extinguishers.	1	NOS	8 nos		
2	AMC Charges (yearly 4 times & for 2years 8 times) for 6Kgs. Capacity DCP Fire Extinguishers.	20	NOS	8 nos		
3	AMC Charges (yearly 4 times & for 2years 8 times) for 9Kgs. Capacity DCP Fire Extinguishers.	24	NOS	8 nos		
4	AMC Charges (yearly 4 times & for 2years 8 times) for 10Kgs. Capacity DCP Fire Extinguishers.	21	NOS	8 nos		
5	AMC Charges (yearly 4 times & for 2years 8 times) for Type 9Ltrs. Capacity M/FOAM Fire Extinguishers.	18	NOS	8 nos		
6	AMC Charges (yearly 4 times & for 2years 8 times) for 4.5Kgs Capacity CO2 Fire Extinguishers.	7	NOS	8 nos		
7	AMC Charges (yearly 4 times & for 2years 8 times ) for 9Kgs Capacity CO2 Fire Extinguishers.	10	NOS	8 nos		
8	AMC Charges (yearly 4 times & for 2years 8 times ) for Trolley Type 50kgs. Capacity DCP Fire Extinguishers.	10	NOS	8 nos		
	HSN No					
	GST%					
	GST Value					
	Total Cost inclusive of GST					

Name of Bidder :

Offer No.....Date.....

Contact Person :

Contact Number :

Signature with official stamp

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## HSE Chapter

### *Annexure-D 1*

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:

### **Pre-Qualification Questionnaire for Contractor Guidelines for Completion of Questionnaire**

- i. The potential bidder is to ensure that the answers provided are focussed against the activities indicated in the pre-tender document.
- ii. 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.
- iii. 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.
- iv. Contractor shall provide information that is authentic and documentary evidence.
- v. 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.
- vi. 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:**

Contractor 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 recognized standard? (Eg : OHSAS 18001)	<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		
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 of any contractors working for your organization.		Current Year	Current Year - 1	Current Year -2	Period Average (Three years average)
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

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## Annexure – D 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:

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

#### **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.

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## **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.

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.

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## **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 Operations**

### **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.

### **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.

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- 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.

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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## Annexure – D 3

(To be filled after the job completion-ONLY by the job executor)

POST CONTRACT HSE EVALUATION			
	Question	Answer (Yes / No)	Remarks
1	The contractor demonstrated the application of an effective and robust HSE management system.		
2	The contractor did not cause any additional cost or delays to the project through poor HSE performance.		
3	The contractor prepared suitable and sufficient HSE risk assessments and method statements in a capable, proactive and timely manner.		
4	The contractor proactively reported on HSE Events and Deviations.		
5	The contractor's workforce fulfilled their HSE roles and responsibilities.		
6	The contractor's own/subcontracted workforce demonstrated the required level of competency.		
7	The contractor demonstrated knowledge of and proactively ensured compliance with HSE legislation.		
8	All goods/materials/equipment/substances supplied by the contractor were compliant with the HSE requirements.		
9	The contractor ensured that appropriate and timely medical examinations were performed for his own/subcontracted workforce.		
10	The contractor proactively demonstrated housekeeping and cleanliness.		
11	The contractor demonstrated compliance with the Balmer Lawrie Contractors General Terms and Conditions.		
12	The contractor demonstrated control of high risk activities		
13	Number of accidents with 1 or more days lost time		
14	Fatalities during the Contract		
15	Man Day Lost		
16	Man Hours Worked		

Based on the overall HSE performance of the Contractor, the Contractor:

1. Can be re deployed for future assignments.
2. Needs extensive training & Counseling before reappointing
3. Cannot be considered for future assignments.

Sign of the Evaluator/Contract manager

Sign of the Unit/ Project Head