

Balmer Lawrie & Co. Ltd. Container Freight Station, [Chennai]
Tender No : BLC/CFS/Electrical Work /09



BALMER LAWRIE & CO. LTD.
CONTAINER FREIGHT STATION

[No.32, Sattangadu Village, Manali, Chennai-600068
Phone No 25941813 /25942557, Fax No. 25941863
E-mail: mukherjee.am@balmerlawrie.com

TENDER NO: BLC/CFS/Electrical Work /019
Dt.17.06.20

Tender Document for

Supply and installation of Electrical accessories

DUE DATE & TIME: [30/06/2020 at 14:00 Hrs]

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NOTICE INVITING TENDER

On line bids are invited in Single Bid system from the reputed and experienced Vendors, who fulfill the eligibility criteria mentioned elsewhere in the tender document under the Heading General Terms & Conditions, for undertaking the subject contract for **Supply and installation of Electrical accessories**

Tenderers are advised to download Notice Inviting Tender along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in>. **Price bid to be filled in excel format by downloading from system, filled, signed, scanned and uploaded in e-proc portal**

The scanned copies of other required documents in support of bidders' credentials are to be uploaded along with the tender documents through the appropriate link.

S.No	Description	Details
1	Name of Work	Supply and installation of Electrical accessories
2	Tender No	BLC/CFS/Electrical Work /09
3	Validity Of Offer	60 days from the date of opening the tender
4	Delivery Period	3 weeks from the date of placement of order
5	EMD	Rs.3000/-
6	Submission of Tender :	
	a. Starts on	17.06.2020
	b. Closes on	30.06.2020 at 14.00 Hrs
7	Opening of Tenders	30.06.2020

1. LIST OF DOCUMENTS TO BE UPLOADED

The scanned copies of following documents should also be uploaded at appropriate link in our e tendering system as part of the technical/commercial bid submission

- a. Power of Attorney authorizing the person who has signed the tender to act and sign on behalf of the company.
- b. Certificate of registration/incorporation in the case of Pvt Ltd/Public Ltd Company /certified copy of / partnership deed in the case of LPP/Partnership firm/ any document under the relevant Rules / laws if the firm is a proprietorship firm.
- c.. Income Tax PAN Number.
- d.. GST Registration number
- e. Chartered accountant's certificate or Audited / Certified Balance sheet and Profit and Loss account of tenderer's company for last three years as on 31st March 2019.

2. VERIFICATION OF DOCUMENTS

- a. Tenderers or their authorized representative will be required to come to our office positively as intimated along with all original documents, towards ascertaining their qualification.
- b. Failure on part of the tenderer to report on specified date and time for proper verification may result in rejection of the tender submitted by them without further communication.

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- c. Tenderer should be in a position to produce all the original documents and/or any other information on dates as intimated or as and when required by Balmer Lawrie.
- d. Incomplete Tenders are liable for rejection without any further communication to the tenderer and decision of Balmer Lawrie in this respect will be final.
- e. Any party submitting the false or forged documents may be Black Listed, EMD could be forfeited, work could be cancelled, and criminal prosecution or any other action as deemed fit may be initiated.
- f. Balmer Lawrie reserves the right to reject any or all tenders without assigning any reasons whatsoever.

SPECIAL INSTRUCTIONS TO THE BIDDER

Tenderers are advised to download Notice Inviting Tender along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in> Interested parties have to submit an interest free EMD of **Rs 3000/- (Rupees Three thousand only)** by **on-line Bank Transfer** in NEFT / RTGS / IMPS mode in favour of Balmer Lawrie & Co Ltd. payable at Chennai available in e-portal. (In case of difficulty please contact HELP DESK). Offer submitted without EMD will be rejected. However, payment of EMD is exempted for and Small Scale Units registered with National Small Industries Corporation (NSIC) & Micro Small and Medium Enterprises (MSME) on submission of valid copy of registration certificate. The bidder shall furnish EMD through on-line Bank Transfer. In case the Bidders intend to submit any additional supporting documents, the same can be submitted in physical form at our above address. Documents of only those bidders shall be entertained who are bidding on-line. **UNDER NO CIRCUMSTANCES PRICE BID SHALL BE SUBMITTED IN PHYSICAL FORM. EMD: The bidder shall furnish EMD through on-line Bank Transfer** in NEFT / RTGS / IMPS mode in favour of Balmer Lawrie & Co Ltd. payable at Chennai available in e-portal. (In case of difficulty please contact HELP DESK)

Balmer Lawrie & Co. Ltd. has developed a secured and user friendly system which enables Vendors/ Bidders to Search, View, Download tenders directly and also, enables them to participate & submit Online Bids on the e-tendering site <https://balmerlawrie.eproc.in> in a secure and transparent manner which maintains confidentiality and security throughout the tender evaluation process.

01. Procedure to submit On-line Bids

For this purpose, Vendors/Bidders are advised to read the instructions available in the homepage of the portal <https://balmerlawrie.eproc.in> where detailed procedure for submission of bids is available under the option / link "Bidding Manual".

1.1 Registration with e-procurement platform

For registration and online bid submission bidders may contact HELP DESK of C1India Pvt., Ltd. details of which is available at our web-site mentioned above or they can register themselves online by logging in to the website through <https://balmerlawrie.eproc.in>

Bidders may contact the following resource persons for any assistance required in this regard.

HELPPDESK NOS ARE OPEN BETWEEN 1000 HRS to 1830 HRS IST (MONDAY TO FRIDAY (Exclusions: Balmer Lawrie HOLIDAYS))		
Please email your issues before you call helpdesk. This will help them serve you better.		
Contact Nos. and email IDs for Balmer Lawrie helpdesk officers		
Name	E-mail	Phone Numbers
Tuhin Ghosh	tuhin.das@c1india.com	+91-8981165071
Tirtha Das	tirtha.das@c1india.com	+91-9163254290
Chikkavarappu Manishankar	chikkavarapu.manisankar@c1india.com	+91-8939284159
Ravi Gaiwal	ravi.gaiwal@c1india.com	+91-22-66865633

1.2 Digital Certificate authentication

The bidder shall authenticate the bid with his Digital Certificate for submitting the bid electronically on e-procurement platform and the bids not authenticated by digital certificate of the bidder will not be accepted on the e-procurement platform.

All the bidders who do not have digital certificates need to obtain the same. They may contact help desk of C1 India Pvt. Ltd.

02. Special Note

- Bids can only be submitted before the last date and time of submission as per the date and time mentioned in the e-tender. Resubmission (if required) of bid should be completed within the stipulated date and time. The system time (IST) that will be displayed on e-tendering web page shall be the time and no other time shall be taken into cognizance.
- Bidders are advised in their own interest to ensure that bids are uploaded and submitted successfully in e-tendering system well before the closing date and time of bid.
- No bids will be accepted physically or by post.
- Balmer Lawrie does not take any responsibility in case bidder fails to upload the documents within specified time of tender submission.
- Balmer Lawrie will not be responsible for any delay under any circumstances for non-receipt of Tenders/ submission of filled in tender documents by due date & time.
- Bidders are requested to provide correct “e-Mail address” and “Mobile No.” for receiving updates related to e-tender from time to time.
- Any amendment / corrigendum as and when required will be uploaded only on the website of the Company www.balmerlawrie.com and related Government of India e-procurement websites where this tender is floated and interested bidders should regularly visit these websites for updation.

03. Filling of Tender Documents

- 3.1 The tenderers are requested to carefully study all the tender documents and tender conditions before quoting their rates.
- 3.2 The tender must be strictly in accordance with the terms and conditions and specifications laid out in the tender.
- 3.3 Any terms and conditions given by the tenderer in their offers will not be binding on Balmer Lawrie.
- 3.4 The sole proprietor or authorised representative shall sign all documents that needs to be uploaded. When the person signing the documents is not the sole proprietor / authorised representative of the company, the Power of Attorney authorizing such person to act and sign on behalf of the company must be scanned and uploaded and produced later on for verification by Balmer Lawrie.
- 3.5 The bidder has to keep track of any changes by viewing the Addendum/Corrigendum issued by the Tender Inviting Authority on time-to-time basis in the e-Procurement platform. Interested parties have to keep referring to the website for further information. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.
“ Any amendment / corrigendum, as and when required will be uploaded only on the website of the Company www.balmerlawrie.com and related Government of India e-procurement websites where this tender is floated and interested vendors should regularly visit these websites for up-dation”.

The sole proprietor or authorised representative shall sign all documents that need to be uploaded.

SCOPE OF WORK

Work covered in this tender document shall generally be as detailed herein below. However, contractor shall be responsible to complete the work in all respects and in doing so provide/supply all facilities which may not be covered explicitly herein below but nevertheless are required to complete the work envisaged with the exception of only such items as have been specifically excluded from contractor's scope.

The successful tenderer shall have to undertake the following work for Supply and installation of Electrical accessories as given in the rate schedule attached in **Page No.13. Price bid to be filled in excel format by downloading from system, filled, signed, scanned and uploaded in e-proc portal**

Detailed Scope of work:

The scope of this tender consists of following work covering the CFS. Bidders are advised to visit the site for inspecting the various electrical installations before quoting for the tender.

1. Supply & Laying of 4 Core X 50 SQMM UG Armoured Cable (FR) – For CFS Export WH – 175 Mtr
2. Supply & Laying of 4 Core X 35 SQMM UG Armoured Cable (FR) - For CFS New Yard Tower Light– 325 Mtr
3. Supply & Fixing of 400 W MH Lamp – 20 Nos.
4. Supply & Fixing of 400 W inbuilt Choke – 20 Nos.
5. Supply & Fixing of 200 W LED focus fitting – 5 Nos.
6. Supply & Fixing of 1000 W LED focus fitting – 5 Nos.
7. Removal of Old tower light & Re-fixing including SS Rope - For CFS Old Yard- 1 Nos.
8. Supply & Fixing of Lightning Arresters
 - A) 25 X 3MM Copper Earthling Strip – 100 Mtr
 - B) 19 MM Copper Heavy pipe & Arrester Head - 4 Nos
 - C) Supply & installation of earth pit electrodes (Including RCC Cutting ,Civil & Chemical works) - 8 Nos

Note:

- **Only Orbit branded Cable to be supplied Usage of any other brand without specific prior written approval of the company shall be treated as breach of contract.**
- **The estimated quantity mentioned in the price bid is for indicative purpose only and not an assured quantity. Balmer Lawrie will not be responsible for any variation in the quantity**

GENERAL TERMS AND CONDITIONS

1. Experience criteria

- a) Payment of EMD Rs.3000/- (Online Payment) (MSMED /NSIC bidders are exempted from payment on submission of proof of valid certificate)
- b) The bidder should have at least 3 years' experience in supply and installation of Electrical accessories (Please attach proof of purchase orders)
- c) Should not have been blacklisted by any PSU / Govt. Department (a self-certification is required and should be attached)
- d) Bidder must have GST Registration, copy of GST Registration number is to be submitted.

2. Submission Of Bids

The Single Bid tender documents may be uploaded on e-Procurement platform at <https://balmerlawrie.eproc.in>

3. Tender Opening

Bid will be opened as per due date mentioned in the Tender.

4. Acceptance of offers

- a) Balmer Lawrie reserves the right to accept any tender in whole or in part or reject any tender or all tenders or place order for any quantity, less than or more than the tendered quantity, without assigning any reason thereof.
- b) Bids of any tenderer may be rejected if a conflict of interest is detected between the bidders and Balmer Lawrie at any stage.
- c) Balmer Lawrie would like to place order for all the items of work as mentioned in the Price bid to a single contractor. The overall L1 status will be determined by looking at the total value quoted by the bidder.
- d) Balmer Lawrie is not bound to accept the lowest rate for any tender. Balmer Lawrie also reserves its right to allow Public Enterprises (Central / State) price / purchase / contract / service preference as admissible under the existing Government policy. The decision of Balmer Lawrie in this connection will be final.
- e) Incomplete tenders, conditional tenders, tenders received late or tender not conforming to the terms and conditions mentioned in the Tender documents or not accompanied by the requisite Earnest Money Deposit (unless exempted under the terms of this Tender) will be rejected.

5. Purchase preference policy for MSE Vendors

If it is seen that a Micro and Small Enterprises (MSE) has participated and the price quoted by them is within a price band of +15% of the L1 price (which is from a supplier who is not MSME), then such MSE vendor shall be allowed to supply a pre-determined portion of the tendered quantity subject to their matching the L1 price. In case, more than one number of MSE vendors are within the +15% range, all of them shall be given the option of matching the L1 price. In such a situation, the pre-determined quantity shall be equally divided amongst all such MSME vendors who have matched the L1 price. In case the total tender value is not split able, 100% of the value will be given MSE (within 15% band with non MSE vender) vender subject to matching with L1 price of non MSE vender.

6. Compliance of GST

The vendor should compulsorily follow all the provisions of GST and in the event any default for fulfilling any provisions of the GST Act, Balmer Lawrie & Co. Ltd. would exercise the right for non-payment/withholding payment, / black listing the vendor.

7. Negotiations

- 7.1 Balmer Lawrie reserves the right to negotiate with the Tenderer. Tenderer will have to attend the concerned office of Balmer Lawrie for negotiations/clarifications required from them, in respect of their quotations, without any commitment on the part of Balmer Lawrie.
- 7.2 In case of negotiation, the Tenderer should send the confirmation of outcome of such negotiation in writing so as to reach the concerned office of Balmer Lawrie within 3 days from the date of negotiation/ the time stipulated whichever is earlier. If the Tenderer fails to comply with this requirement Balmer Lawrie reserves its right to ignore their quotation at its discretion with the attendant remedies available to them.

8. Price Variation

- 8.1 The price should be firm and irrevocable and not subject to any change whatsoever even due to Increase in cost of materials, components and labour cost till the validity of the contract period.
- 8.2 The quoted rates shall be valid for a period of minimum 60 days from the date of opening the price Bid.

9. Notification of Award

Prior to the expiration of the period of Bid validity, BL will place purchase order or letter of intent on the successful bidder(s).

10. Earnest Money

Before the last date and time of bid opening, the bidder is required to submit at Chennai office (please refer Notice Inviting Tender) the EMD of Rs.3,000/- (Rupees three thousand only) by way of a bank draft payable at Chennai favoring Balmer Lawrie & Co Ltd. The EMD amount would be forfeited by Balmer Lawrie & Co Ltd in the event of the bidder's failure to perform the job order placed by the Company or lack of interest to perform the contract. The EMD of unsuccessful bidder would be returned after finalization of contract.

11. Security deposit

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Security deposit of Rs.5,000/- (Rupees Five thousand only) has to be submitted by you after awarding the contract to cover non-performance of the work. The security deposit would be returned to the successful bidder after completion of contract.

12. Safety

The bidders are strictly advised to follow all the safety aspects in attending to the said work. Under no circumstances Balmer Lawrie will be responsible for any kind of deviation in following the safety instructions by the bidder.

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.

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.

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.

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.

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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.

13. Delivery Schedule

The printing work should be carried out on a staggered basis depending on the requirements of the Company. The printing documents to be supplied should be as per the specification given by the Company. The same would be rejected if the material is not as per the sample and the cost of the same should be borne by the prospective bidder.

14. Payment Terms

Payment would be made within 21 days of submission of certified bills subject to verification. Appropriate income tax and other taxes as applicable from time to time, shall be deducted from the bills as per statutory regulations.

15. Sub-letting of Work

No part of the contract or any share or interest therein shall in any manner or degree be transferred, assigned or sublet by the contractor directly or indirectly to any person, firm or corporation without the consent in writing from Balmer Lawrie. In the event of contractor contravening the conditions, Balmer Lawrie shall be entitled to get the work done from other firm at the 'Risk & Cost' of the contract.

16. Termination

The contract can be terminated in case of serious breach of contract by the Contractor the Company reserves the right to terminate the contract without notice.

17. Purchase preference policy for MSE Vendors

If it is seen that a Micro and Small Enterprises (MSE) has participated and the price quoted by them is within a price band of +15% of the L1 price (which is from a supplier who is not MSME), then such MSE vendor shall be allowed to supply a pre-determined portion of the tendered quantity subject to their matching the L1 price. In case, more than one number of MSE vendors are within the +15% range, all of them shall be given the option of matching the L1 price. In such a situation, the pre-determined quantity shall be equally divided amongst all such MSME vendors who have matched the L1 price. In case the total tender value is not split able, 100% of the value will be given MSE (within 15% band with non MSE vender) vender subject to matching with L1 price of non MSE vender. if more than one number of MSE vendors have quoted the rate with in the price band of L1 +15 % then the rate of lowest among them will be considered and he will be given 100 % value subject to matching the L1 price of non MSE vendor.

18. Declaration of UAM by MSME vendors

It is mandatory that MSME vendors must declare their UAM (Udyog Aadhaar Number) on Central Public Procurement Portal (CPPP), failing which such bidders will not be able to enjoy the benefits as per Public Procurement policy for MSME's order 2012.

19. TDS Compliance

Central Government vide Notification No.50/2018 dated 13th September 2018, has made TDS provision applicable under GST Law on all payments affected by Public Sector Undertaking (PSU) w.e.f 1st October 2018.

BALMER LAWRIE being a PSU these provisions will be applicable for all the payments made by BALMER LAWRIE on or after 1st October 2018. TDS shall be deducted as per applicable rate.

TDS deducted from your payments will be deposited with GST authorities by 10th of the following month and TDS certificates will be issued subsequently.

Kindly note that this TDS under GST Act shall be deducted on both material as well as services. Further this TDS under GST Act is in addition to the TDS as applicable under Income Tax Act, 1961.

20. Contact Person

For any clarification / Queries you may please contact R. Raghupathi, Chief Manager(CFS) or Amit K Mukherhee, Asst. Manager (Commercial) Balmer Lawrie & Co. Ltd., CFS, Chennai, Phone 044-25940643.

21. Arbitration

Any dispute or difference arising under this Contract shall be referred for adjudication at Kolkata to a Sole Arbitrator to be appointed by the Chairman & Managing Director, Balmer Lawrie & Co. Ltd. and the provisions of Arbitration and Conciliation Act, 1996 including any statutory modifications or enactment thereof shall apply to the Arbitration proceedings. The fees of the Arbitrator, if any, shall be shared equally by both the parties.

DECLARATION

Having examined the tender documents, we have understood the terms & conditions indicated in the Tender No : BLC/CFS/Electrical Work /09 and hereby confirm our acceptance of the same.

Place : Signature of Tenderer

Date : Name & Address

ANNEXURE – A

PARTICULARS OF THE TENDERER’S ORGANISATION

S. No	Description	Tenderers Details
1	Name of the Tenderer	
2	Address of the Registered Office	
3	Address of the branch / office quoting against the Tender	
4	Year of commencement of business	
5	Whether Sole Trader/ Partnership / Private Limited Co., or Public Limited Co. /LPP	
6	Registration No. (Under companies Act)	
7	Whether copy of Incorporation /Registration certificate from ROC(Registrar of company) uploaded	
8	Income Tax PAN no.	
9	Whether copy of PAN enclosed / uploaded	
10	Whether copy of latest Income Tax Return uploaded	
11	GST Registration. No.	
12	Whether copy of GST Registration certificate Uploaded	
13	Name of the Banker	
14	Whether registered under MSMED Act	
15	In case registered under MSMED provide registration number and copy of registration certificate.	
16	MSMED bidder must state whether they belong to SC/ST category	

Price Bid

Sub: Supply and installation of Electrical accessories

S.No	Particulars	Qty	Unit	Rate per Unit	Total Amount
1	Supply & Laying of 4 Core X 50 SQMM UG Armoured Cable (FR) – For CFS Export WH.	175	MTR		
2	Supply & Laying of 4 Core X 35 SQMM UG Armoured Cable (FR) - For CFS New Yard Tower Light.	325	MTR		
3	Supply & Fixing of 400 W MH Lamp	20	NOS		
4	Supply & Fixing of 400 W inbuilt Choke	20	NOS		
5	Supply & Fixing of 200 W LED focus fitting	5	NOS		
6	Supply & Fixing of 1000 W LED focus fitting	5	NOS		
7	Removal of Old tower light & Re-fixing including SS Rope – For CFS Old Yard	1	NOS		
8	<i>Supply & Fixing of Lightning Arresters</i>				
9	25 X 3MM Copper Earthling Strip	100	MTR		
10	19 MM Copper Heavy pipe & Arrester Head	4	NOS		
11	Supply & installation of earth pit electrodes (Including RCC Cutting ,Civil & Chemical works)	8	NOS		
	Net Amount				
	Add: CGST @ 9%				
	SGST @ 9%				
	Grand total amount including GST				

Price bid to be filled in excel format by downloading from system, filled, signed, scanned and uploaded in e-proc portal

Date:

Signature of Tenderer with Seal

Place:

Name & Address

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Telephone No

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