



**Balmer Lawrie & Co. Ltd.  
Refinery & Oilfield Services  
NOTICE INVITING TENDER**

**Tender** : **Miscellaneous Electrical Maintenance Work  
at IOCL, Gujarat Refinery, Vadodara**  
**Tender No.** : **ROFS/2K20/01/ENQ/09**  
**Date** : **13/08/2020**  
**Due Date & Time** : **20/08/2020, 16:00 Hrs**

**M/S BALMER LAWRIE & CO. LTD. (BL)** invites **ONLINE offers** under Single Bid System from Electrical Contractors for Miscellaneous Electrical Work as per the mentioned Scope of Work.

**1.0** **SCOPE OF WORK**

Intended bidders are requested to visit our Tank Cleaning & Sludge Processing Plant located within IOCL's Gujarat Refinery before submission of their offer to ascertain the actual quantum of work to be carried out.

i) Health Checking of existing main electrical panel and provide assessment report to client and replacement of damaged items based on our advice. Scope of work includes required skilled manpower, tools, tackles, consumables etc. Scope of work also includes preparation of gate passes, obtaining clearance from IOCL Gujarat Refinery and arrangement of required PPE.

ii) Besides the damaged items to be found out based on health assessment, following items are also to be replaced in the electrical panel.

**a) Incomer:**

250A, TPNL with Earth Fault Module, MCCB, 25/36KA with Thermal Releases - 1No  
6A, control fuse - 3 Nos.  
LED Type R-Y-B Phase Indication Lamps. - (1 set)  
250/5A, CL-1, 15VA tape wound CT's - 3 nos., Multi-Function Meter

**b) Outgoings:**

i) Star Delta Starter with 125 amps MCCB, Contactors(95 Amp) and OLR (range 55-90 amps)- 1no for Decanter (Motor 37 KW)  
ii) DOL Starter with 125 amps MCCB, suitable Contactors and OLR (range 65-90 amps) for Pump (Motor 45 KW)  
iii) DOL Starter with 40 amps MCCB, Contactors and OLR (15-25 amps) – 1 no for Screw Pump (Motor 11 KW)  
iv) 16A, SP, MCB – 3nos  
All outgoing feeders for motors shall have on/off/trip indication and ampere meter with one CT for each feeder.

**c) Busbar**

i) 415V, 200A, 3Ph, 4wire 50Hz, Aluminium busbars (91E electrical grade) having Withstand ability symmetrical fault level of 25/36 KA for 1 Sec. – LS

**Panel Cover/Enclosure:** To be replaced portion of the cover based on the health assessment report.

**iii) Supply, Laying and termination of following Cables along with termination kits (DC brass glands and lugs), saddles etc.:**

- a) Supply, Laying and termination of 3.5 C X 120 sq. mm. Aluminum Armoured Cable- 50 Mtr Cable with termination at both end
- b) Supply, Laying and termination of 3.5 C X 50 sq. mm Al armoured cable- 20 mtr cable with termination at both ends (for Decanter Motor)
- c) Supply, Laying and termination of 4 C X 16/10 Sq. mm Al armoured cable- 30 mtr cable with termination at both end (for Screw Pump Connection)
- d) Supply, Laying and termination of 3 C X. 2.5 sq. mm Al armoured cable with necessary terminations-40 mtr (for Light Fittings)
- e) Supply, Laying and termination of 3.5 C X 95 Sq. mm **Copper Armored Cable** with necessary termination for both end-50 mtr.

**iv) Approve Make:**

Cables	:	Gloster/Polycab/Havells/Finolex/Mescab/RR/RPG
Indicating Lamps & Push buttons	:	L&T/ABB/Siemens/BCH/C&S
Cable Glands	:	Electromeg/Comet/Flexpro /Braco/ Commet
MCCB/MCB	:	L&T/ABB/Siemens/Schneider/Legrand

The scope of work under this tender covers supply with proper packing, transportation to the delivery location stipulated elsewhere in the tender.

**2.0 PRE-QUALIFICATION (PQ) CRITERIA**

The prospective tenderers shall fulfil the pre-qualification criteria and submit following documents in support of the same:

- a) Order copy and/or completion certificate for supply for Electrical Work for minimum 3 Lakh .
- b) Profit & Loss Account for last 3 financial years ending FY 2018-19 or IT Return for last 3 years
- c) GST Registration Certificate
- d) PAN
- e) "Affidavit on non-judicial stamp paper in case of proprietorship firm "Partnership Deed" in case of Partnership firm/"Memorandum and Articles of Association" in case of Limited Company.

**3.0 COMPLETION PERIOD**

Time is the essence of the contract. The job shall be completed within **4 (Four) Weeks** from the date of Letter of Intent (LOI)/ Work Order (WO) whichever is earlier.

**4.0 ADDRESS OF JOB SITE**

The job shall be carried out at Tank Cleaning & Sludge Processing Plant located at following address:

Indian Oil Corporation Ltd.  
Gujarat Refinery

P.O. – Jawarharnagar  
Dist – Vadodara, Gujarat – 391 320  
Contact Person : Sri. Prodyot Kr. Chand, Mobile No. 9664871359.

**5.0 VALIDITY OF OFFER**

Tenderers shall keep their offer valid for a period of **60 (Sixty) days** from the due date of this tender. Validity may be extended, if so advised by BL.

**6.0 TYPE OF BID**

**Single Bid** comprising of techno-commercial and price under single envelope/cover. Bid with deviation will summarily be rejected. This is NO-SPLIT tender.

**7.0 PROCEDURE OF EVALUATION**

Placement of order will be decided based on overall L1 status of the bidder subject to acceptance of all other terms & conditions of this tender and without any deviation on technical specification.

**8.0 FORCE MAJEURE**

Any delay in or failure of the performance of either part hereto shall not constitute default hereunder or give rise to any claims for damage, if any, to the extent such delays failure of performance is caused by occurrences such as Acts of God or an enemy, expropriation or confiscation of facilities by Government authorities, acts of war, rebellion, sabotage or fires, floods, explosions, riots, or strikes. The Vendor shall keep records of the circumstances referred to above and bring these to the notice of the Engineer-In-Charge in writing immediately on such occurrences. The amount of time, if any, lost on any of these counts shall not be counted for the delivery period. On decision of BL/Owner arrived at after consultation with the Vendor, shall be final and binding. Such a determined period of time be extended by the Owner to enable the Vendor to deliver the items within such extended period of time.

If Vendor is prevented or delayed from the performing any of its obligations under this agreement by Force Majeure, then Vendor shall notify Owner the circumstances constituting the Force Majeure and the obligations performance of which is thereby delayed or prevented, within seven days of the occurrence of the event.

**9.0 ARBITRATION**

Any dispute or difference arising under this Contract shall be referred under jurisdiction of Kolkata to a sole arbitrator to be appointed by the Chairman & Managing Director, Balmer Lawrie & Co. Ltd. and the provisions of Arbitration 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. The award shall be a speaking award stating reason therefor and is final & binding on the parties. The proceeding shall be conducted in English language and courts at Kolkata will have exclusive jurisdiction to settle any dispute arising out of this contract.

**10.0 JURISDICTION**

Notwithstanding anything contained in any other law, the courts in the city of Kolkata along shall have jurisdiction in respect of all or anything arising under this agreement and any award or awards made by the sole arbitrator

**11.0 TERMINATION OF CONTRACT**

In case of violation/breach of any agreed terms and conditions of contract and persistently failure/negligence to observe and perform all or any of the acts, deeds, matters or things to be observed and performed by the Supplier requiring the Owner to observe or perform the same, BL may cancel/terminate this contract .

**12.0 NON-CONFORMANCE**

Tenders not conforming to the above mentioned requirements are liable to be rejected.

**13.0 CONFLICT OF INTEREST**

The bids of any tenderer may be rejected if a conflict of interest between the bidder and the company is detected at any stage.

**14.0 PAYMENT TERMS**

100% of order value along with full taxes and duties shall be paid after completion of the job.

**15.0 TENDER CONDITIONS FOR BENEFITS / PREFERENCE FOR MICRO & SMALL ENTERPRISES (MSES)**

15.1 As Per Public procurement Policy for Micro & Small Enterprises (MSEs) Order, 2012 issued vide Gazette Notification dated 23.03.2012 by Ministry of Micro, Small and Medium Enterprises of Govt. of India, MSEs must be registered with any of the following in order to avail the benefits/preference available vide Public Procurement Policy MSEs Order,2012

- a. District Industries Centers (DIC)
- b. Khadi and Village Industries Commission (KVIC)
- c. Khadi and Village industries Board and Coir Board
- e. National Small Industries Corporation (NSIC)
- f. Directorate of Handicraft and Handloom
- g. Any other body specified by Ministry of MSME

15.2 MSEs participating in the tender must submit the certificate of registration with any one of the above agencies.

15.3 The registration certificate issued from any one of the above agencies must be valid as on close date of the tender. The successful bidder should ensure that the same is valid till the end of the contract period.

15.4. The MSEs who have applied for registration or renewal of registration with any of the above agencies/bodies, but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption/preference.

15.5 Declaration of Udyog Aadhar Memorandum [UAM Number] number by the MSME vendors on Central Public Procurement Portal [CPPP] is mandatory to qualify for availing the benefits as per Public Procurement Policy for MSMEs

15.6 Price Preference - Subject to meeting terms and conditions stated in the tender document including but not limiting to prequalification criteria, 25% of the total quantity of the tender is earmarked for MSEs registered with above mentioned agencies/bodies for the tendered item. Where the tendered quantity can be split, MSEs quoting a price within a price band of L1+15% shall be allowed to supply 25% of total tendered quantity provided they match L1

price. In case the tendered quantity cannot be Split, MSE shall be allowed to supply total tendered quantity provided their quoted price is within a price band of L1+15% and they match the L1 price. In case of more than one such MSEs are in the price band of L1+15% and matches the L1 price, the supply may be shared proportionately.

For Further clarity in this regard a table is furnished below:

Type of Tender	Price Quoted by MSE	How to Finalize the Tender
Can be split	L1	Full Order on MSE
Can be split	Not L1 but within L1+15%	25% order on MSE subject to matching L1 price
Cannot be split	L1	Full Order on MSE
Cannot be split	Not L1 but within L1+15%	Full Order on MSE subject to matching

15.7 Out of the 25% target of annual procurement from micro and small enterprises, 4% has been earmarked for procurement from MSEs owned by SC or ST entrepreneurs and 3% from within 25% has been earmarked from supply from the MSEs owned by Woman entrepreneurs. Provided that, in event of failure of such MSEs to participate in tender process or meet tender requirement and L-1 price, 4%/ 3% sub-target for procurement earmarked for MSEs owned by SC or ST entrepreneurs and woman entrepreneurs respectively shall be met from other MSEs.

15.8 To qualify for entitlement as SC/ST owned MSE, the SC/ST certificate issued by District Authority must be submitted by the bidder in addition to certificate of registration with any one of the agencies mentioned in paragraph (I) above. The bidder shall be responsible to furnish necessary documentary evidence for enabling BL to ascertain that the MSE is owned by SC/ST. MSE owned by SC/ST is defined as:

- a. In case of proprietary MSE, proprietor (s) shall be SC/ST
- b. In case of partnership MSE, The SC/ST partners shall be holding at least 51% shares in the enterprise.
- c. In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.

#### **16.0 WARRANTIES & GUARANTEES**

Vendor shall guarantee BL and their authorized representative against any and all defects in manufacturing, workmanship, materials and performance for a period of twelve (12) months from the date of commissioning or eighteen (18) months from the date of supply whichever is earlier. Should any defect develop during the guarantee period, it shall be remedied promptly free of charge by the Vendor and all expenses for transportation of goods necessitated for such repairs or replacement shall be borne by the vendor.

#### **17.0 INSPECTION & TESTING**

All materials and components will be subject to inspection by BL/authorised representatives of BL as per the relevant codes, standards and specification. All arrangement & costs, if any,

for conduction tests during inspection at vendor's works will be deemed to be included in the quoted prices.

**18.0 LIQUIDATED DAMAGES**

A reduction at **0.5% of the basic order** value per week or part thereof subject to a maximum of **5% of the basic order** value will be applicable for delay in completion schedule.

**19.0 TAXES & DUTIES**

GST shall be mentioned separately as per price schedule. Any taxes and duties other than GST shall be included in the basic rate.

**20.0 TENDER SUBMISSION**

The detailed offer enclosing requisite documents as stipulated above shall be submitted online.

In case of any clarification/confirmation, please contact Sk Abu Jafor, Manager, Mobile: 07893422855, (Phone 033 2222 5283)

Yours faithfully,  
*for,* **BALMER LAWRIE & CO. LTD.**

**(Amitava Bandyopadhyay)**  
**Head (ROFS)**



**Balmer Lawrie & Co. Ltd.**  
**Refinery & Oilfield Services**

**INSTRUCTIONS TO BIDDER REGARDING BID SUBMISSION**

**1.0 PROCEDURE FOR BID SUBMISSION**

This is single Bid type tender comprising of Unpriced Part and Priced Part in single envelope/cover. The submission of offer can only be made through e-bidding as per following guidelines: :

**1.1 BID SUBMISSION**

The bidders shall submit their response through bid submission to the tender on e-Procurement platform at <https://balmerlawrie.eproc.in> by following the procedures given below. The bidder would be required to register on the e-procurement market place <https://balmerlawrie.eproc.in> and submit their bids on line. The bidders shall submit their offers comprising the Tender Document, duly filled up (wherever required), stamped and signed along with all pre-qualification documents. The bidders shall download the tender document, upload the same along with scanned copies of all the relevant certificates, documents etc., duly filled in, stamped and signed, in support of their eligibility criteria/NIT in the e-Procurement web site. **The tender document along with price bid file in pdf format shall be downloaded from the website, bidder to fill in their rates & amounts on hard copy, stamp, sign, scan and upload the same. Total Contract Price with GST shall be entered as 'Project Contract Total' while uploading price bid.**

**1.1.1 Registration with e Procurement platform**

For registration and online bid submission tenderer may contact the following officials at the HELP DESK of M/s C1 India on browsing to the website <https://balmerlawrie.eproc.in> as mentioned below: during business hours (10:00 a.m. to 06:30 p.m.) from Monday to Friday (Excluding holidays of the Company):

Dedicated email : <a href="mailto:blsupport@c1india.com">blsupport[at]c1india[dot]com</a>			
Dedicated Helpdesk for Balmer Lawrie			
<u>Contact Person</u>	<u>E-Mail ID</u>	<u>Tel. No.</u>	<u>Helpdesk Nos are open from</u>
1. Mr.Tirtha Das (Kolkata)	<a href="mailto:tirtha.das@c1india.com">tirtha.das@c1india.com</a>	+91-9163254290	MON - FRI
2. Mr. CH. Mani Sankar (Chennai)	<a href="mailto:chikkavarapu.manisankar@c1india.com">chikkavarapu.manisankar@c1india.com</a>	+91-6374241783	MON - SAT
3. Ms. Ujwala Shimpi (Mumbai)	<a href="mailto:ujwala.shimpi@c1india.com">ujwala.shimpi@c1india.com</a>	+91-22-66865608	MON - FRI
4. Helpdesk Support (Kolkata)	<a href="mailto:blsupport@c1india.com">blsupport@c1india.com</a>	+91-8017272644	MON - SAT
Escalation Level 1			
Mr.Tuhin Ghosh	<a href="mailto:tuhin.ghosh@c1india.com">tuhin.ghosh@c1india.com</a>	+91-8981165071	
Escalation Level 2			
Mr.Sandeep Bhandari	<a href="mailto:sandeep.bhandari@c1india.com">sandeep.bhandari@c1india.com</a>	+91-8826814007	
Escalation Level 3			

Mr.Achal Garg	achal.garg@c1india.com	
In case, you are unable to get in touch with any of the Technical Support Associates, kindly drop a mail at <a href="mailto:blsupport@c1india.com">blsupport@c1india.com</a> mentioning your Name and Mobile No. One of our associates will get back shortly.		

### **1.1.2 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 Digital Certificate. They may contact Help Desk of C1 India Pvt. Ltd.

### **1.1.3 Submission of Hard copies**

All the documents shall be uploaded ONLINE. Submission of hardcopy documents is not required.

### **1.1.4 Corrigendum to tender**

The bidder has to keep track of any changes by viewing the addendum/ Corrigendum's issued by the Tender Inviting Authority on time-to- time basis in the e-Procurement platform. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

### **1.1.5 Bid Submission Acknowledgment**

The user should complete all the processes and steps required for bid submission. The successful bid submission can be ascertained once acknowledgment is given by the system through bid submission number after completing all the processes and steps. Tender Inviting Authority and C1 India Pvt. Ltd. will not be responsible for incomplete bid submission by users. Users may also note that the incomplete bids will not be saved by the system and are not available for the Tender Inviting Authority for processing.

**Before uploading scanned documents, the bidders shall sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness/authenticity.**

### **1.1.6 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.

Fax/e-mail offers shall not be accepted. The company will not accept any responsibility for any delay in receipt or non-receipt of bidding document sent by post. Offers not conforming to the above mentioned requirements are liable to be rejected.



### PRICE SCHEDULE

Sl. No	Item Description	Qty & Unit	Rate (Rs)	Amount (in figures) (Rs)	Amount (in words) (Rs)
1.0	Miscellaneous Electrical Maintenance Work at IOCL, Gujarat Refinery, Vadodara strictly as per Scope of Work in Lum Sum basis	1 LS			
2.0	<b>GST (bidder to specify %)</b>				
3.0	<b>Grand Total with GST (6+7)</b>				

**Name of the Bidder :**

**Signature :**

**Seal of the**

**Company :**

**Date :**

**Place :**