



Balmer Lawrie & Co. Ltd.

(G & L– Kolkata)

(A government of India Enterprise)

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

Phone- (033) 2450 5350, Fax- (033) 2439 2277, E-mail – jaiswal.r@balmerlawrie.com

TENDER ENQUIRY

Tender No. : GLK/TE16/321

Date: 29.12.2016

Due date: 09.01.2017

Dear Sirs,

Sub: Annual Maintenance Contracts for Thermopacs & Boilers of the Plant

Sealed offers in a single bid/ envelop, are invited as per ***General Terms & Conditions, Undertakings and Obligations of Contractor, Price Schedule*** enclosed in annexure-A, B & C Respectively.

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

Thanking you,

Yours faithfully,
For Balmer Lawrie & Co. Ltd.

(R. Jaiswal)
Executive (Maintenance)

Encl.: As above



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1.0.0 General Terms & Conditions

Annexure-A

1.1.0 Instruction to Tenderers:

- 1.1.1 Before filling up, the complete Tender Specification should be read properly. Avoid overwriting while filling the tender papers. The tender document may also be downloaded from our web site www.balmerlawrie.com within the due date of the tender.
- 1.1.2 If the tenderer 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 the company (Balmer Lawrie & Co. Ltd.), at least four days before prior to the date of filling/submission of the Tender.
- 1.1.3 Tenderer shall visit the site and make them thoroughly acquainted with the nature and requirements of the work, facilities for access of units etc.
- 1.1.4 Tender must contains any other information / enclosures as may be needed to complete the schedule job in all respect on a separate page/sheet under 'schedule of deviations'.
- 1.1.5 **Submission of tender will be the conclusive evidence as to the fact that the tenderer has fully satisfied themselves as to the nature and scope of the work, site conditions, General terms & conditions and all other factors, affecting the performance of the contract and the cost thereof.**
- 1.2.0 **Jurisdiction:** - All disputes are subject to Kolkata jurisdiction.
- 1.3.0 **AMC Duration:** - Initially it will be for one year from **01.02.17 to 31.01.17**. The AMC may be renewed for next one year, keeping all the rates & terms unaltered, provided the service is found satisfactory by BL in the first year of the contract. BL fully reserves the right to further 'renew or not' the AMC after the completion of AMC. The job shall be carried out at our works at **P-43, Hide Road Extension, Kolkata-700088**.
- 1.4.0 **Liquidated damages:** -Vendor shall be liable to pay liquidated damages for the following:
 - 1.4.1 In such case of poor performance and production loss caused due to failure of any AMC-related system, vendor shall be liable to pay liquidated damages @ 0.5% of job contract value per breakdown loss or part thereof subject to a maximum of 5.0%.
 - 1.4.2 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-In such case the loss shall be assessed by BL and vendor shall be liable to indemnify the value of such damaged property and/or machinery.
- 1.5.0 **Price schedule:** - The price shall be quoted as per specified format given in Annexure-C. The price must be quoted for all the items/head of annexure-C to complete the job in all respect because no escalation in price/value shall be allowed after placement of the order or during the execution of work at site.
- 1.6.0 **Payment terms:** - Payment will be made HALF YEARLY, after satisfactorily completion of required service and submission of bill along with the copies of service reports (duly certified by BL) as per PO. No advance payment will be made.
- 1.7.0 **Validity of offer:** - The offers shall remain valid for a period of 60 days from the due date of the tender.
- 1.8.0 **Working days & hours:** - All work required to be carried at BL's site, shall be done only during working days between 8:30 am. to 5:00 pm.
- 1.9.0 **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.
- 1.10.0 **Previous experience:** Tenderer MUST be experienced in maintaining the above make 'units' at any other site. Supporting documents to be furnished. Tenderer should be working with at least one PSU, preferably be from the Oil Sector.



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2.1.0 Undertakings and Obligations of Contractor

Annexure-B

- 2.1.1 Monthly routine corrective / preventive maintenance of 3 nos. of thermopac, model no. TP-06 (HT), TP-06 171 & 194, as per instruction of BL (including on Sunday/holiday if required) with manpower & tools-tackles (BL may not provide any manpower & tools-tackles).
- 2.1.2 Monthly routine corrective / preventive maintenance of 2 nos. of steam generator/boiler, model no. RXD-06/203 & RXA-06/1048, as per instruction of BL (including on Sunday/holiday if required) with manpower & tools-tackles (BL may not provide any manpower & tools-tackles).
- 2.1.3 Attending breakdown calls for three nos. of thermopac & two nos. of boilers within 4 hours of intimation from BL through phone/e-mail/fax and resolving the problems within 24 hours, failing which penalty will be imposed.
- 2.1.4 Complete overhauling of a Thermopac unit on Sunday/weekdays with manpower & tools-tackles (spare/consumables will be free issued by Balmer Lawrie & as per the list provided by the AMC caretaker). The job excludes dismantling of coil assembly & re-erection of the same after overhauling; same will be done by BL.
- 2.1.5 Complete overhauling of a Boiler unit with manpower & tools-tackles on weekdays (Spare/consumables will be free issued by Balmer Lawrie & as per the list provided by the AMC caretaker). The job excludes dismantling of coil assembly & re-erection of the same after overhauling; same will be done by BL.
- 2.1.6 **Supply of Spare Parts:** Vendor shall have to arrange & provide all the required spares parts for all the units to set right any faulty/breakdown unit. The cost of the same shall be born by Balmer Lawrie & Co. Ltd. as per general purchase procedure on 30 days credit after placement of PO & submission of bill.
- 2.1.7 **Emergency call:** Vendor may have also been required to attend any emergency call (i.e. against break down). NO extra charges will be paid by BL against this. You have to attend such 'break down' call within 4 hrs from its reporting time (even over telephone) to you and to solve the related break down within 24 hrs. In the event of delay in resolving these 'break down' call within 24 hrs (as said above) a reduction of Rs.100.00 will attract per day of delay from the respective service bill.
- 2.1.8 **Condition of units:** All the related units are in very good / running condition. The tenderer(s) are advised to inspect on their own the related units for ascertaining the exiting conditions of these prior to quoting. It shall be deemed that bidder has carried out the necessary inspection and no revision of price/value shall be allowed after placement of the order or during the period of AMC.
- 2.1.9 **Statutory rules and regulations:** Please note that this is a contract for work and accordingly all liability pertaining to this contract including those of the people engaged by the contractor solely rests upon the contractor. The contractor should also indemnify the Company against any deviation from the statutory rules and regulations to be observed by the contractor in respect of their people. **ESI/PF/Minimum Wages and all other statutory liabilities shall be borne by the contractor.**



2.2.0 Safety

- 2.2.1 Proper safety precautions and measures to be taken care of on the principle of “**Safety comes first**” during the entire contract period. The **contractor shall be bound to bear** any claim or compensation for the accidents, injury and death arising out of negligence on their part to ensure such safety measures including the expenditure for defense legal proceedings.
- 2.22 Care shall be taken to provide and maintain the following **safety measures and statutory safety rules** and act in force **by contractor**
- 2.2.3 **Safety belts, helmets & goggles** (if required) to be provided by the contractor to all the workmen.
- 2.2.4 If required, fabrication and welding gangs should be provided with gloves, protection-goggles, welding helmet etc.
- 2.2.5 Hoisting machines and tackles including their attachments, anchorage and supports of adequate capacity should be used for handling heavy equipments.
- 2.2.6 Workmen engaged in electrical work should be provided with gloves, and footwear's of adequate insulation value.
- 2.2.7 Workmen engaged in toxic chemicals, paints etc should be provided with gumboots, gloves, goggles mask and other protective attachment depending upon the depth of expected hazard.
- 2.2.8 All safety requirements depending on the nature of work should be provided to minimize the occurrence of accidents.
- 2.2.9 All necessary safety measures to be take care as indicated in section 1104.

3.0.0 Undertakings and Obligations of BL

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



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Price Schedule

Annexure-C

SL. NO.	Scope of work & Description	Qty./ Year	Unit	Unit / % Rate	Amount
4.1	Complete Monthly routine corrective / preventive maintenance of 3 nos. of thermopac, model no. TP-06 (HT), TP-06 171 & 194 only on Sunday/holiday with all manpower & tools-tackles.	12	Visit		
4.2	Complete Monthly routine corrective / preventive maintenance of 2 nos. of steam generator/boiler, model no. RXD-06/203 & RXA-06/1048, (on Sunday/holiday if required) with manpower & tools-tackles .	12	Visit		
4.3	Attending breakdown calls for three nos. of thermopac & two nos. of boilers within 4 hours of intimation from BL through phone/e-mail/fax and resolving the problems within 24 hours.	1	LS		
4.4	Complete overhauling of a Thermopac unit on Sunday/weekdays with manpower & tools-tackles (spare/consumables will be free issued by Balmer Lawrie & as per the list provided by the AMC caretaker). The job excludes dismantling of coil assembly & re-erection of the same after overhauling, same will be done by BL.	2	No.		
4.5	Complete overhauling of a Boiler unit with manpower & tools-tackles on weekdays (Spare/consumables will be free issued by Balmer Lawrie & as per the list provided by the AMC caretaker). The job excludes dismantling of coil assembly & re-erection of the same after overhauling, same will be done by BL.	1	No.		
4.6	Sub total of service value				
4.7	Service tax			@%	
4.8	Total Job value				
4.9	Liquidity damage (applicable as per 1.4.0)				
4.10	Payment terms (applicable as per 1.6.0)				
4.11	Validity of offer (applicable as per 1.7.0)				

For your confirmation & Acceptance (4.9-4.11).

None: -Supply of Spare Parts: AMC caretaker shall have to arrange & provide all the required spares parts for all the units to set right any faulty unit. The cost of the same shall be born by Balmer Lawrie & Co. Ltd. as per general purchase procedure on 30 days credit after placement of PO & submission of bill.

Company Name:

Contact Person :

Contact No. :

Signature with official stamp