

BALMER LAWRIE & CO. LTD

A GOVERNMENT OF INDIA ENTERPRISE
GREASES & LUBRICANTS
SURVEY NO. 201/1, SAYLI

SILVASSA – 396 230.

PHONE NO. 260 – 3293-118/019, 3296375

E-mail : srivastava.sk@balmerlawrie.com

GLS/TE16/154
27/03/17

TENDER ENQUIRY

Due on: 30/03/17 till 2.00 PM

M/s _____

Dear Sir

Sub: Enquiry for supply of printed 5 PR Corrugated Cartons for Packaging of Grease Pails under processing business.

Balmer Lawrie & Co. Ltd. [BL] is a leading manufacturer of Greases & Lubricants in India. The company intends to procure **5 ply corrugated cartons with Single colour printing** from competent and experienced manufacturers with sound infrastructural, technical and financial capabilities for packaging of pails under processing business. The intending suppliers should have made similar supplies to reputed industries / organizations.

Online Price bids in envelopes are invited for supply of cartons as per the details given below:

1 PRODUCT SPECIFICATION & QUANTITY

Specifications: Please refer **Annexure - I**

Sr.No	Pack Size	Quantity [nos.]** (+/- 10%)	No. of Art works
1	400 gms	11000	1
2	500 gms	11000	3
4	1 Kg	12000	2
5	2 Kg	13000	2
6	3 Kg	12000	2
7	5 Kg	12000	2

**Note: Qty's mentioned above are only notional value, however the actual quantities may get varied based on actual requirement..

Please refer attached Annexure I for further technical detail.

2. Earnest Money Deposit (EMD) and Security Deposit (SD)

Tender must be accompanied by EMD of Rs15,000/- [Rupees Fifteen thousand only] by Bank Draft or Pay Order drawn in favour of Balmer Lawrie & Co. Ltd. Payable at Kolkata. No interest will be payable on EMD. Offers not accompanied with EMD will not be considered. Payment by cheque will not be accepted. The EMD will be returned to unsuccessful bidder within 7 days of placement of order. EMD of the successful bidder shall be converted into Security Deposit if any.

Small Scale Units registered with National Small Scale Industries Corporation are exempted from payment of EMD. Small scale units registered with National Small Scale Industries Corporation should enclose a copy of their valid registration certificate to make their quotation eligible for consideration.

3. PERIOD OF CONTRACT

The period of supply shall be for One Year from the date of issuing LOI/PO. In case the full quantity is supplied prior to this date the contract shall stand closed. However, the extension of the contract can be done through mutual agreement for another 6 months.

4. DELIVERY

a. Supplies should commence within 10 days of placement of LOI / purchase order whichever is earlier. All subsequent deliveries shall be made as per our call-up within 10 days. Normally our call ups will be placed during the first week or within the first 10 days in a month

b. The deliveries shall be made to the following address:

Balmer Lawrie & Co Ltd.,
Grease & Lubricants Division,
Survey No. 201/1 Sayli Silvassa
Pin -396230

d. Cost of delivery shall include transportation, loading/ unloading charges, **affixing stickers on cartons** if any. The bidders are advised to include these charges while quoting their price in the price bid.

e. RISK PURCHASE

Without prejudice to other provisions in the tender, in the event supplier fails to supply within the stipulated time, BL shall have the option to procure the material from alternate sources with prior intimation to supplier, at the risk and the additional cost borne by the supplier.

5 PAYMENT TERMS

Payments shall be effected within 30 days of receipt of bills with all necessary documents.

6 SPECIAL CONDITIONS OF CONTRACT

a. ART WORK & PRINTING The cartons shall be printed in **one colour offset printing** as per artwork provided by us. The successful bidder should collect the artwork and get a sample carton approved before commencing delivery. Printing on the cartons should be neat, legible, uniform and in the color shades specified by us. The printing ink should be of good quality so that printing matter does not get smudged /distorted or get erased during the process of filling / handling.

The artwork shall be provided by us in CD / printouts/ E Mail etc before taking production run. In case we design a new artwork, the same should be ready for printing **within 7 days of handing over the artwork. Art works for more than aforesaid art works will be reimbursed by Balmer Lawrie** and vendors may quote for the additional art works separately.

7 QUALITY ASSURANCE

i.) All supplies made shall be accompanied by test certificate conforming to our specification. Issue of test certificate will not prejudice our right to carry out further checks and decide whether the material supplied is meeting our specification. The vendor shall be responsible for quality assurance for the material. The vendor shall use proper operating practices to ensure all quality parameters so that supplies meet the requirements as specified in the tender.

ii.) Any defective supply reaching our works shall be taken back by the vendor within 7 days of informing the same. Otherwise BL shall have right to dispose off the defective material at the risk and cost of the supplier.

iii.) BL reserves the right to test the quality of the cartons on random sample basis at Indian Institute of Packaging to check the conformity to tender specification.

a. **Affixing stickers:** As and when required, vendors may be asked to affix stickers provided by the BL for specific grades. No additional cost would be paid by the BL for this.

8 **Price:** Vendors are requested to quote strictly as per the price bid format as mentioned in Tender. The price bid evaluation will be based on the net landed cost per carton which includes material cost, conversion cost, CST, and freight charges.

Artwork development charges should be quoted separately.

9. **Basis of selection and Allocation / splitting of order qty :**

The basis of selection of vendors and splitting the orders (on totality basis) shall be as under.

a) Price bid evaluation will be based on the landed cost per carton which includes material cost, conversion cost, freight charges & CST component. In future if Sale Tax status get altered for any vendor during the contractual period, accordingly supplier has to accommodate the conversion charges keeping in the view of Net Landed rate should not get affected. Conversion charges include complete operation expenses including expense towards procurement of RM. Vendors are required to quote the freight / delivery charges as a separate cost component and NOT to include in the conversion charges.

b) The SEALED PRICE BID shall be used for grading the bidders. The lowest quoted bidder in the on-line closed bids shall be designated as "L1" and the next lowest quoted bidder as "L2" and so on in the grading system.

c) BL at its own discretion may give an opportunity for the L2 bidder to match the net landed cost of L1 bidder and if it is agreed, then the order will be placed on both the bidders in the ratio of 60:40 between L1 and L2.

If L2 bidder does not match with L1 offer, then the L3 bidder will be given the opportunity to match with L1 price and so on.

In case none of the bidders are willing to match the L1 price, BL at its sole discretion shall decide to

a) Either place 100% order on L1 bidder

b) Or place order less than 40% of the tender quantity on L2 bidder and balance order on L1 bidder.

The bidders have no right to claim / disclaim or dispute anything during / in this process.

10 **Price escalation/ de-escalation:**

a. Vendors should submit their quote based on prevailing price / approved price list [ex- paper mill] of Kraft paper from any major paper mill as on **01/03/17**. Copy of the price list shall be enclosed along with your offer.

b. Escalation and de-escalation in the price of the cartons shall be considered only when there is a revision in the price list for the Kraft paper as announced by the leading paper mills.

c. No other change in price will be allowed during the contract period except for the variation in the price of raw material (Kraft paper).

d. The price change will be only on the minimum weight of the cartons as mentioned in our specifications.

e. For call-ups placed during a month, the published price on 1st of the month / prevailing price on 1st of the month of raw material [Kraft paper price – ex- paper mill] for that month will be considered for arriving at the basic price of cartons. For instance, for the call-ups placed in Jun'17, the published price on 01.06.17 / prevailing price of the raw material on 01.06.17 for supplies in Jun'17 will be taken as the base. However, the increase/decrease from the base price of papers (as on 16-02-17) to the extent of Rs.1.00 will be ignored. For example if the paper price on 16-02-17 was Rs.25/- the escalation will not be applicable/payable until rate crosses Rs.26/-. Similarly, the de-escalation will not be applied until price goes below Rs. 24/. The comparison will always be from Base Price and with the previous months Price.

f. Vendors shall submit the copies of price list from the same paper mill as submitted for tender and copies for invoices or verifying the changes. BL reserves the right to compare the quoted rates and with the rate published by the standard mills and seek changes suitably in cases of major variation.

g. Tenderer shall be responsible for procurement of all essential raw materials as per specifications wherever necessary for manufacture of cartons to suit the delivery schedule committed to BL. Any delay in delivery schedule due to delay in procurement of raw material, will not be condoned

11 **VALIDITY**-The offers shall remain valid for a period of **45 days** from the due date of the tender.

12 **EXCISE DUTY & SALES TAX** --The vendor shall need to comply with such formalities as are required by the statutory authorities in respect of Excise Duty and Sales Tax/VAT. The vendor shall issue the excise paid invoice so that equivalent amount may be availed as Cenvat credit by us. Concessional form, if applicable, pertaining to Sales Tax/VAT shall be issued to the vendor by us.

13. Procedure For Sealed Bid Submission

1. Procedure For Bid Submission

Bidders have to quote for all the sizes failing which their offer shall not be considered for final evaluation.

The bidder shall submit their response through bid submission to the tender on eProcurement platform at <https://balmerlawrie.eproc.in> by following the procedure given below.

2. 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>

3. 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.**

M/s C1 India Pvt Ltd.

C104, Sector – 2, Noida 201 301. You may also get in touch with their Representative Mr. Ritabrata Chakraborty [e-mail id : ritabrata.chakraborty@c1india.com, Cell No. 09748708094 alternately you may contact Mr. Ujjal Mitra [07702669806], Mr. Rajesh Kumar – 09650465143].

4. 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. 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.

5. Submission of offer (Hard copies):

All bidders are required to submit the hard copies of the following in a **sealed envelope**.

- a) Duly stamped and signed tender document .Each and every page of the tender document including *Annexure I*, should be signed by the authorised signatory as a token of acceptance of terms & conditions of the tender.
- b) EMD amount
- c) NSIC / SSI certificates if applicable

The sealed envelope containing all the above documents super scribing “un-priced-pre-qualification bid for supply of printed 5 PR Corrugated Cartons for Packaging of Grease Pails., Ref: Tender Enquiry No. GLS/TE16/154 Dated 27/03/17 **Due on 30/03/17 till 2.00 PM**” shall be submitted off-line at the following address.

SHOBHIT KUMAR SRIVASTAVA
Dy. Manager [PURCHASE]
BALMER LAWRIE & CO. LTD.
Greases & Lubricants Division,
Sayli Rakholi Road, Sayli, SILVASSA – 396 230
Phone: (0260) 3293118
e-mail: srivastava.sk@balmerlawrie.com

SUBMISSION OF OFF-LINE PRICE BID WILL DISQUALIFY THE BIDDER'S PARTICIPATION IN THIS TENDER.

6. 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.

7. General

BL shall 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.

BL reserves the right to accept any tender in whole or split the order or reject any or all tenders without assigning any reason.

BL shall not be bound to accept the lowest tender and reserves the right to accept any or more tenders in part. Decision of BL in this context shall be final and shall be binding on the bidders.

8. Disclaimer Clause:

Neither 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. Bids of any/all may be rejected by the company at any point of time if there any conflict of interest between the bidder/bidders and the company is detected. Incomplete offers are also liable to be rejected summarily.

For Balmer Lawrie & Co. Ltd



SHOBHIT SRIVASTAVA
Dy. Manager [PURCHASE]

Encl : Annexure – I of TECHNICAL SPECIFICATION

GLS/TE16/154 Dated 27/03/17

Due on 30/03/17

ANNEUXRE - I

CARTONS FOR PACKAGING OF PAILS UNDER PROCESSING BUSINESS

Sr. No.	DESCRIPTION	TECHNICAL SPECIFICATIONS					
		400 gms	½ Kg.	1 Kg.	2 Kg.	3 Kg.	5 Kg.
	SIZE						
	APPROX. QUANTITY [Nos.]	11,000	11,000	12,000	13,000	12,000	12,000
1	External Dimension [L x W x H]	495 x 375 x 200	500 x 375 x 200	405 x 275 x 295	480 x 320 x 190	400 x 400 x 200	455 x 230 x 255
2	Material of Construction	5 Ply Corrugated					
3	Top Sheet	180 gsm. Brown Craft Paper [BF 28]					
4	4 other papers	150 gsm [24 BF]					
5	Liners	150 gsm kraft paper [min. BF 24]					
6	Fluting Media	150 gsm kraft paper [min. BF 24]					
7	Type of Flute	Narrow - B Type between Top Ply and Third Ply Narrow - C Type between Third Ply and Fifth Ply					
8	Direction of Flute	Perpendicular to the base [Vertical along the stack]					
9	Type of Adhesive	Starch gum with dextrin base free of sodium sillicate					
10	COBB Value [30 Min.]	140 gms / cm sq. [Max]					
11	Flute Height	Flue B : Minimum 2.25 mm Flue C : Minimum 3.25 mm					
12	Weight of each Carton	800 gms ± 5%	890 gms ± 5%	635 gms ± 5%	730 gms ± 5%	840 gms ± 5%	525 gms ± 5%
13	Bursting Strength	10 kg./Sq. cm.minimum					
14	Moisture Content [%]	Around 5% ; but must not exceed 7%					
15	Printing	in single colour as per approved artwork					
16	Manufacturing Joints	Overlap flap width should be around 35 mm					
17	Nos. of Staples	1					
18	Nos. of pack/carton	24 Nos.	24 Nos.	12 Nos.	6 Nos.	4 Nos.	2 Nos.
20	COMPRESSION STRENGTH	Strictly Above 300 Min.					
21	Stack height (filled cartons)	Shall not be more than 6 high (1+ 5 high)					
22	Nos. of Separators	NO SEPARATORS ARE REQUIRED					
The dimensions mentioned above may vary slightly in future , hence vendors should confirm dimentions before production							

PRICE BID

I	Location	Silvassa
A	Item Description	Grease Cartons
B	Projected quantities in Nos	As Per NIT
C	Internal dimensions	Reference to Annexure-I
D	Specification of Kraft Paper for Top Liner	Reference to Annexure-I
E	Specification of Kraft Paper for four liners	Reference to Annexure-I
F	Specification of Kraft Paper for plates	Reference to Annexure-I
G	Name of Std. Paper mill (taken as reference) for Top Liner	
H	Name of Std. Paper mill (taken as reference) for other liners	
I	Name of Std. Paper mill (taken as reference) for plates	
J	Raw Material Price of Kraft Paper - Top Liner (Rs./MT)	
K	Raw Material Price of Kraft Paper- other Liners (Rs./MT)	
L	Raw Material Price of- Kraft Paper- Plates /Separator (Rs./MT)	Plate/Separator Not Required
M	Total Wt. of Carton excluding separators as per B/L specification	As per Annexure-I
N	Total Wt. of Carton including separators as per Vendor specification	NA
O	% input of Kraft paper per carton (Top Liner)	
P	% input of Kraft paper per carton (other Liners)	
Q	% input of kraft paper per carton (plates)	
R	Raw Material Cost per carton	
S	Conversion cost per carton	
T	Total Basic Price	
U	Transportation charge	
V	Excise Duty (%)	
W	Excise duty Value	
X	VAT (%)	
Y	VAT Value	
Z	CST (%)	
Za	CST Value	
Zb	Octroi	
Zc	Total Price of Carton	
Zd	Less Excise amount	
Ze	Less Sale Tax amount	
Zf	Entry Tax %	
Zg	Entry tax amount	
Zh	Net Landed Value	
Zi	Validity of Offer	
Zj	Rate of additional Art work development (beyond specified nos)	

Quote Online

Shahil

Note: The Price quoted above on first page of Annexure-II is

- 1) Based on the carton wt specified by BL
- 2) Inclusive of printing, sticker affixing charges (if any) and also loading/unloading charges at both ends

(Authorised Signatory)

Date & Place:

