



**Balmer Lawrie & Co. Ltd**

(A Government of India Enterprise)  
SBU : Greases & Lubricants Division, Manali, Chennai 600 068.  
Phone: 044-25946621/9445160082 ,  
email: [srinivas.pcs@balmerlawrie.com](mailto:srinivas.pcs@balmerlawrie.com), [www.balmerlawrie.com](http://www.balmerlawrie.com)

Ref: GLC/ TE17/002 /CRANKCASE OIL

dt : 8.4.17

**Due date : 19.4.17**

**E-TENDER ENQUIRY**

**TO  
All Eligible Suppliers**

Dear Sirs,

**Sub: Supply of Additive for Crankcase Oil API SN / ILSAC GF5–Quotation-Called-for**

We are in the market for **1000kgs [+/-20%] Additive for Crank-Case Oil meeting API SN/ ILSAC GF5 FOR 10W30 & 20W50** Viscometrics on firm price basis for our requirement on FOR at our works Manali as per the specification given.

The material offered should be strictly conforming to our standard specification failing which we shall reject the offer.

**Price:-** Your offer should be clearly & separately indicated in the sequence of Basic Price, ED/ Cess, VAT & transportation charges if any & Insurance charges if applicable, along with lead time/ delivery terms etc. CENVAT copy to be provided to avail Cenvat credit. Statutory levies if any at the time of supply will be applicable. The rate should be kept firm till complete execution of our order quantity.

**Status of Enterprises: Whether Micro/Small /Medium: Yes/No [if yes, please furnish relevant document]**

**Payment : 30 days credit**

**Safety/Health/ Environment:** please indicate on the followings:

- Is the offered material hazardous and effecting users' health?
- Is the offered material causing environment pollution?
- Are you having a system to control Air emissions and effluents and hazardous waste disposal system to comply with regulatory requirement
- Confirm the transporters & crew member have been made aware of the nature of material, in the eventuality of an accident during transit, how to handle
- Has the SHE logos printed on each packing? f) Have you enclosed "MSDS."

**Delivery:** On confirmation of order by EMAIL/Telephone, supply should be affected immediately as per our call up within **7 days**.

**Payment:** Our standard payment terms are within 30 days from date of acceptance of material subject to our approval/ acceptance by Cheque.

**Validity:** Your offer should be kept valid for 30 days from the date of opening the tender.

#### **1. Procedure For Bid Submission**

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

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](mailto: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 (on-line):**

All bidders are required to submit their on-line offer well within the due date & time as we will not be able to extend the due date & time of the said tender under any circumstances.

### **CONDITIONS FOR ONLINE BID SUBMISSION**

#### **Procedure For Bid Submission**

The bidder shall submit his response through bid submission to the tender on eProcurement platform at <https://balmerlawrie.eproc.in> by following the procedure given below. The bidder would be required to register on the e-procurement market

place at <https://balmerlawrie.eproc/.in> and submit their bids online. No offline bids shall be entertained by the Tender Inviting Authority. The bidders shall submit their eligibility and qualification documents, Technical bid, Financial bid etc., in the standard formats prescribed in the Tender documents, displayed in eProcurement web site. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., if required, in support of their eligibility criteria/technical bids in the eProcurement 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 shall 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 C1 India 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.

***Arbitration: - If any dispute arises between the supplier/seller as to the interpretation of the terms of the contract the same shall be referred to an arbitrator of Balmer Lawrie & Co.Ltd and the award/decision of the arbitrator shall be firm and binding on the parties. The arbitration shall be governed by the provision of the Arbitration and Conciliation Act, 1996.***

*Any tender/contractor may be rejected if a conflict of interest between the bidder and the Company is detected at any stage.*

*The company reserves the right to change the order quantity or cancel any or all the tenders without assigning any reason whatsoever.*

*Thanking you,*

*Yours faithfully,*

**For Balmer Lawrie & Co.Ltd**

**P.C.S.Srinivas**Chief.MANAGER [SCMI] Phone: 044- 2594 6621

