



BALMER LAWRIE & CO. LTD.

CONTAINER FREIGHT STATION

[P-3/1, Transport Depot Road, Kolkata-700088

Phone No 2450-6811 /2450-6818, Fax No. 24498355

E-mail: sett.a@balmerlawrie.com]

e- TENDER NO: BL/CFS/Kol/10MT Indital Forklift

TECHNICAL / COMMERCIAL BID

Tender Document for

*[Supply & Installation OF 1 Pair of 10 MT Capacity
Steel Forks for Indital Fork Lift-cum Empty Handler]*

DUE DATE & TIME: [02/05/2017 AT 3.00 PM]

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NOTICE INVITING E-TENDER

Online Single Bid tender is invited from you for above mentioned “**Supply & Installation OF 1 Pair of 10 MT Capacity Steel Forks for Indital Fork Lift-cum Empty Handler At CFS-Kolkata-700088**”, complying details mentioned in Scope of Work , Technical Specifications(Annex-I), General Terms & Condition(Annex-II) and BOQ(Annex-III) or else where in the Tender Document, through our eProcurement portal which can be accessed via our web site www.balmerlawrie.com or directly at <https://balmerlawrie.eproc.in>.

Tenderers are advised to download Notice Inviting Tender along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in>. The tender has to be submitted online.

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

Sl. No	Description	Details
1	Name of Work	Supply & Installation OF 1 Pair of 10 MT Capacity Steel Forks for Indital Fork Lift-cum Empty Handler At CFS-Kolkata-700088.
2	Tender No	e- TENDER NO: BL/CFS/Kol/10MT Indital Forklift
3	Validity Of Offer	60 days from the due date of submission of the tender.
4	Contract/Delivery Period	8 weeks from issuance of the Work Order
5	Downloading / Submission of Tender :	
	a. Starts on	22/04/2017
	b. Closes on	02/05/2017 AT 3.00 PM
6	Opening of Tenders	On or after due date of submission

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 for vendor s other than sole proprietor.
- 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. Service Tax Registration number
- e. Chartered accountant’s certificate or Audited / Certified Balance sheet and Profit and Loss account of tenderer’s company for last 3 years.
- f. Certificate from bankers about financial soundness. **[Scanned to be uploaded, hard copy to be submitted to our office]**
- h. Experience/Credential Certificate.

In the case of bulky/voluminous documents, hard copies of the same should be submitted at our office.

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, scanned copies of which have been submitted with the e-tender towards ascertaining their qualification.
- b. Failure on part of the tenderer to report on specified date and time for paper verification may result in rejection of the tender submitted by them without further communication.
- 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, 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 VENDOR FOR PARTICIPATING IN E-TENDER

Tenderers are advised to download Notice Inviting Tender along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in> **UNDER NO CIRCUMSTANCES BID SHALL BE SUBMITTED IN PHYSICAL FORM.**

Balmer Lawrie & Co. Ltd. has developed a secured and user friendly system which enables Vendors/ Vendor 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.

1. Procedure to submit On-line Bids

For this purpose, Vendors/Vendor s 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 vendor s 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>

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

HELPDESK NOS ARE OPEN BETWEEN 1000 HRS and 1830 HRS IST (MONDAY TO FRIDAY (Exclusions: Balmer Lawrie HOLIDAYS))		
Please email your issues before you call to helpdesk. This will help them serve you better.		
Contact Nos. and email IDs for Balmer Lawrie helpdesk officers		
Name	E-mail	Phone Numbers
1. Mr. Tuhin Ghosh	tuhin.ghosh@c1india.com	+91-8981165071
2. Mr.Tirtha Das	tirtha.das@c1india.com	+91-9163254290

3. Mr.Ravi Gaiwal	ravi.gaiwal@c1india.com	+91-02266865633	
4. Mr.Ujjal Mitra	Ujjal.mitra@c1india.com	+91-8986678058	

1.2 Digital Certificate authentication

The vendor 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 vendor will not be accepted on the e-procurement platform.

All the vendor s who do not have digital certificates need to obtain Digital Certificate. They may contact help desk of C1 India Pvt. Ltd.

2. 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.
- Vendor s 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 Printed or posted Bids / offers shall be accepted.
- Balmer Lawrie does not take any responsibility in case vendor 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.
- Vendor s are requested to provide correct “e-Mail address” and “Mobile No.” for receiving updates related to e-tender from time to time.
- The vendor 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. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

3. 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 need 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.

SCOPE OF WORK

Supply & Installation OF 1 Pair of 10 MT Capacity Steel Forks for Indital Fork Lift-cum Empty Handler at CFS-Kolkata-700088..

The rates quoted should be inclusive of all materials, labour, incidental expenses, Equipment, Tools/Tackles, Transportation of materials and Labour, Taxes & Duties like Excise, Octroi Duty etc. except for Sales Tax (VAT/CST) which shall be paid by BL extra.

Site Visit: Vendors are advised to visit the site and ask clarifications if required prior to their participation in the tender bid.

Annex-I

TECHNICAL SPECIFICATIONS

[1] GENERAL SPECIFICATIONS: To Manufacture Pin type Forks and testing shall be as per Indian Dock Safety regulations DW(SH &W) 1990 by Competent Person approved by Director General Dock Safety.

All testing facilities shall be arranged and provided by the vendor at their costs.

[2] MATERIAL: Forged Alloy Steel suitably heat treated and Ultrasonically Tested the Forks. Test certificate from Govt. approved Lab shall be furnished.

[3] CAPACITY: The Forks shall be of adequate safety and capacity for handling SWL 10MT .

[4] TESTING: New Fork pairs shall be load tested in accordance with Indian Dock Safety Regulations DW(SH &W) 1990 by a Competent Person approved by Director General Dock Safety and witnessed by our representative during the test before despatch. Testing shall be arranged by the contractor. Above load test & dimensions certificate shall be furnished.

[5] DIMENSION : Length : 2350mm, Width-200mm, Thick-75mm, Height =1440mm.
(Approx. Exact measurement of the existing Fork to be checked by the bidder before quoting.)

GENERAL TERMS AND CONDITIONS

1. Submission Of Online Bids

The bids should be submitted online in Single Bid system by due date and time of the tender as mentioned in NIT.

The entire bid is to have digital signature of the person having Power of Attorney/Power of Authority to sign on behalf of the Vendor .

2. Tender Opening

The tender shall be opened after due date and time of the tender.

3. Acceptance of offers

3.1 Bids of any tenderer may be rejected if a conflict of interest is detected between the vendor s and Balmer Lawrie at any stage.

3.2 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.

3.3 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.

4. Negotiations

- a. 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.
- b. 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 and proceed to finalise the tender.

5. Price Variation

5.1 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.

5.2 The quoted rates shall be kept valid for acceptance for a minimum period of 120 days from the last date for submission of tender.

6. Notification of Award

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

7. Completion Period

The supply of the pair of Fork to be ordered by BL shall be supplied as per specifications within 8 weeks of awarding the contract. Installation and Commissioning then to be completed within 2 days from delivering the materials at site .

8. Rates, Taxes & Duties

Vendor shall quote price inclusive OF all taxes, duties like ED, Octroi(if any) and transportation charges. However, Sales tax –CST/VAT as may be applicable shall be paid by BL extra.

9. Payment Terms

a) 90% payment will be released against supply of the pair of Forks within 7 (seven) days from the date of submission of invoice subject to submission of certification documents.

b) 10 % Payment will be released after Installation and trial use and handing over the Forks and the same will retained for a period one year from the date of Installation of the Forks . This 10% Retention amount may be refunded back to the vendor on submission of Bank Guarantee of Equal amount valid till the date as above.

10.Compensation For Late Delivery

In case of late delivery beyond the stipulated date, compensation for late delivery @ 0.5% per week or part thereof, subject to a maximum of 10% of total order value shall be deducted from the vendor's bill.

11. 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 any other firm at the 'Risk & Cost' of the contract.

12. PERFORMANCE GUARANTEE & WARRANTY

The vendor shall guarantee that the Supplied pair of Forks for a period of Twelve (12) months from the date of installation.

13. Force Majeure Conditions:

Delivery schedule is subject to force majeure conditions as under: If at any time during the continuance of this contract, the performance in whole or part by either party of any obligation under this contract shall be prevented or delayed by reasons of any war, hostility, acts of public enemy, civil commotion sabotage, fire ,floods, explosions, epidemics, quarantine restrictions, strikes, lock outs or acts of God (hereinafter referred as "events") provided notice of the happening of any such events is given by either party to the other within twenty one days from the date of occurrence thereof, neither party shall by reasons of such event, be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such non performance or delay in performance. Deliveries under the contract shall be resumed as soon as practicable.

14. 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.

BOQ :PRICE BID

SL. NO.	DESCRIPTION OF ITEM	QTY	AMOUNT
1	<p>Manufacture & Supply Of Forged Steel Fork for use at Indital make Fofk Lift/ECH model FLT-10/ECH, as per attached Technical Specifications and General Terms & Conditions of contract.</p> <p>CAPACITY: 10MT (SWL). (Matching and compatible to above FLT in replacement of existing one)</p> <p>Cost to include Testing and Commissioning and Trial use of the above Forks at CFS, P-3/1 Transport Depot Road, Kolkata-700088.</p>	1 pair(set)	

Cost to include all taxes, duties like ED, Octroi(if any) and transportation charges.
However, Sales tax –CST/VAT as may be applicable shall be paid by BL extra.