



BALMER LAWRIE & CO. LTD.

[A Govt. of India Enterprise]
Warehousing & Distribution
No.1, Sonapur Road
Kolkata – 700 088
Phone No.-033-24506824/816

NOTICE INVITING TENDER

TENDER DOCUMENTS FOR SUPPLY OF POLYESTER STRAP

DUE DATE FOR SUBMISSION

02.06.2017 BY 3.00 PM



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NOTICE INVITING TENDER FOR SUPPLY OF POLYESTER STRAP ON ANNUAL CONTRACT BASIS.

Sealed Single Bid offers are invited from suppliers/manufatcurers to enter into Annual Rate Contract for supply of the Polyester Strap for strapping purpose. The Tender Document along with terms and conditions are available No.1, Sonapur Road, Kolkata – 700 088 during working hours [9.30 a.m. to 5.30 p.m.] till 01.06.2017. Tender document detailing terms & conditions etc. may also be down loaded from our web site www.balmerlawrie.com.

The offer against Tender, complete in all respect should reach to the office as mentioned below latest by **3.00 p.m. on 02.06.2017** in sealed envelope super scribing name & Tender Ref. No. and the last date of submission, on the envelop.

Contact Person & Address:

Mr. Sandeep Kumar Jena
Asst. Manager [WD]
Phone- 033-24506824, 9007078528
Balmer Lawrie & Co. Ltd.
No.1, Sonapur Road, Kolkata-700088

Note:

1. Submission of Tender bids through e-mail or Fax will not be accepted.
2. Bids of any tenderer may be rejected if a conflict of interest between the bidder and Company(Balmer Lawrie) is detected at any stage.
3. Balmer Lawrie & Co. Ltd., shall have the right to cancel the job or reduce/eliminate quantity from the schedule of job provided in price bid without assigning any reason whatsoever.



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1. Pre Qualification Criteria:

- a. Vendors should have distribution unit situated at Kolkata. Undertaking mentioning address to be submitted.

2. Earnest Money Deposit:

The tender should be submitted along with Earnest Money Deposit of Rs. **3000/-** [Rupees Three Thousand Only] by way of Pay-Order/Bank Draft payable at Kolkata in favour of BALMER LAWRIE & CO. LTD. For successful bidder the EMD may be converted to part of SD and for unsuccessful bidders the EMD shall be refunded after finalization of the contract. In case the contractor revokes or withdraws their offer within validity of offer or fails to deposit Security Deposit and/or execute the agreement and commence the work after the contract is awarded, Balmer Lawrie will be at liberty to forfeit the EMD. However, MSME/NSIC vendors are being exempted from submission of EMD subject to their submission of relevant valid certificate for the same. The physical original instruments/drafts /MSME/NSIC certificate should reach our above address prior to due date and time.

3. Security Deposit:

The successful bidder shall have to keep an interest free security deposit of Rs. **3,000/-** [Rupees Three Thousand] only payable by DD/Pay order in favour of Balmer Lawrie & Co. Ltd.. For successful bidder the EMD may be converted to SD.

4. Validity of the offer and Rates :

The offer should be valid for at least 90 [ninety] days from the last date of submission of the tender and the rates once submitted shall not be changed/ varied/ added/ altered during this period. In case the bidder unilaterally revokes or cancels or varies any rate, terms & conditions of the tender after submission and during the validity period, their Earnest Money Deposit (EMD) shall be forfeited., and the Rates quoted should be valid throughout the contract period.

5. Period of Contract:

The contract period shall be 2 [Two] years from the date of finalization of the contract with option for extension for a further period of 1 [One] year] on mutual consent in writing. The Rates quoted should be valid throughout the period of contract.

6. Rate:

Rate should be quoted for all items at basic price and statutory levies [as applicable] has to be mentioned separately. During the period of contract there would be no escalation on basic price.

7. Acceptance of offers

Vendors must quote for all items of work in Price Schedule. Else their bid may be rejected. Balmer Lawrie reserves the right to accept any tender in whole or in part or reject any tender or all tenders or place order for any quantity, less than or more than the tendered quantity, without assigning any reason thereof. 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 Balmer Lawrie would like to place order for all the items of work as mentioned in the Price bid to a single contractor. The overall L1 status will be determined by looking at the total value quoted by the bidder based on the estimate quantity against a line item as given in the tender document multiplied by the rate quoted by the bidder

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.

8. Negotiations

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.

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.

9. Delivery Terms:

Delivery of materials shall be made free of cost of our yard at No.1, Sonapur Yard, Kolkata – 700 088, and supply shall be made within 5 [Five] days of placement of indent in writing or by telephone /email. Order will be placed in a lot 5-10 rolls (considering one roll of 1500 Mtrs of Polyester Strap).

10. Inspection Of material:

Before delivery of the required materials, the vendor should inspect/verify the sample of the materials at our yard at 1, Sonapur Road, Kolkata – 700 088, and be confirmed about our actual requirement so as to avoid any confusion in understanding the specifications of the items required by us.

11. Specification & Certification:

Width	Thickness	Type	Colour	Breaking Load Minimum
16 MM	0.9MM	Plain	Green	619 Kg/6068 N

Each supply shall be accompanied by the Load Test Certificate issued by a Government Recognized Test Laboratory. Company reserves the rights to test the sample in any Government Accredited Test Laboratory.

12. Right To Reject:

Materials supplied shall be new and the company reserves the right to reject old or inferior quality of materials. If the materials supplied are found defective or inferior quality, the supplier shall replace the same immediately.

13. LD Clause:

In the event of failure by the successful bidder to supply the indented items as per our requirement, we shall arrange to buy the same from the alternate source at successful bidder's "Risk & Cost" and the difference in cost shall be recovered from successful bidder's bills and/or Security deposit.

14. Payment Terms:

Payment will be made within 30 days from the date of submission of bills supported by duly signed challans , provided that bills are correct in all respect and duly certified by Officer-in-charge of the Company. On receipt of such Bills from the vendor, the same will be processed for payment after making necessary deduction towards dues, penalty, income tax, risk & cost, deposit of statutory deduction etc.

15. Termination Clause:

The contract can be terminated by either parties by giving 60 days prior notice to the other party. However, in case of serious breach of terms & conditions of the contract, the company reserve the right to terminate the contract without any notice and take action as may be necessary under provision of the contract. No compensation whatsoever shall be payable to the contractor. The security deposit will stand forfeited for any such termination.

16. Right to Cancel or Modify:

Balmer Lawrie & Co. Ltd. shall have the right to cancel the job or modify quantity from that in the schedule provided in the Price Bid/description of materials without assigning any reason whatsoever.

17. Settlement of disputes by 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 and Managing Director, Balmer Lawrie & Co. Ltd. and the provisions of Arbitration & 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.

DECLARATION

Having examined the tender documents, we have understood the terms & conditions indicated in the Tender No. **BL-WD-KOL/ POLYESTER STRAP /1718** and hereby confirm our acceptance of the same.

Office Seal

Signature

Name of the Signatory

Date :

Designation

PARTICULARS OF THE TENDERER'S ORGANISATION

S. No	Description	Tenderers Details
1	Name of the Tenderer	
2	Address of the Registered Office	
3	Address of the branch / office quoting against the Tender	
4	Year of commencement of business	
5	Whether Sole Trader/ Partnership / Private Limited Co., or Public Limited Co./ LPP	
6	Registration No. (Under companies Act)	
7	Whether copy of Incorporation /Registration certificate from ROC(Registrar of company) uploaded	
8	Income Tax PAN no.	
9	Whether copy of PAN enclosed	
10	Whether copy of latest Income Tax Return uploaded	
11	Service Tax Registration. No.	
12	Whether copy of Service Tax Registration certificate Uploaded	
13	Name of the Banker	
14	Whether registration under MSMED act	
15	In case registered under MSMED provide registration number and copy of registration certificate.	
16	In case of MSME vendor, mention if they fall under SC/ST Category. Provide Certificate of SC/ST if applicable.	

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PRICE BID –I

Sl.	Description of Item	Approx Qty.	Unit	Basic Rate Per Meter	Amount (Rs.)
1	Polyester Strap [Width: 16 MM, Thickness 0.9 MM, Type Plain, Color Green]	72000	Meter		
2	Polyester Strap [Width: 19 MM, Thickness 0.9 MM, Type Plain, Color Green]	1500	Meter		

Tax	Percentage

Note: Quantity is indicative and not guaranteed and may vary according to our requirement.

Office Seal

Signature

Name of the Signatory

Date :

Designation