

BALMER LAWRIE & CO. LTD.,
SBU LEATHER CHEMICALS
32, MANALI, CHENNAI – 68.
(Regd. Office: 21, Netaji Subhas Road, Kolkatta – 700 001)

PH: 044 – 2594 6543 / 6500

FAX: 044 – 2594 1156 / 2594 5006

Ref: BL/LC/MAN/ELEARC/LT/201718/0089

Date : 02.08.2017

Due Date: 17.08.2017

Response from approved vendors/contractors alone will be accepted and that other interested Vendors/contractors may seek to register with the unit and subject to such registration being confirmed, they would be considered for subsequent Tenders

To

**NOTICE INVITING TENDER
FOR ELECTRICAL MAINTENANCE WORK
ON ANNUAL RATE CONTRACT BASIS**

Balmer Lawrie invites online tenders from experienced and resourceful contractors who fulfill the eligibility criteria for carrying out Electrical maintenance work on rate contract basis for one year or for the total order value, whichever is earlier. This long term rate contract is for carrying out various electrical maintenance work (preventive/ corrective/ emergency) from time to time at our SBU Leather Chemicals, Manali, Chennai-68.

1. Scope of Work:

The scope of work under this tender shall cover various types of electrical related maintenance jobs as listed in Schedule of Quantities- **Annexure - A**. The quantities are approximate and estimated for one year.

Annexure-A: Schedule of quantities for electrical related Maintenance work. Quantity is indicative only: may be increased by 10% overall or item wise. Quantities shall be interchanged based on the actual requirement during execution, however limited to the overall value of the contract (Order value including tolerance).

2. Prequalification requirement:

Party should have

1. **GST Registration;**
2. **PAN No.,**
3. **PF**
4. **ESI No.**
5. **The tenderer has to be “EA” Grade license holder from TNEB and should provide suitable trained manpower for carrying out the above job (Copy of the “EA” grade license to be enclosed in your offer).**
6. **Work Experience:** The tenderer should have experience in electrical maintenance work. The tenderer should have successfully executed Electrical maintenance contracts in the last 3 years. Copy of one Work order with order value not less than Rs.5 Lakhs per year, pertaining to any of the three financial years (i.e, 2014-15 or 2015-16 or 2016-17) shall be submitted as documentary proof.

Signature of Tenderer :

Date:

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Seal:

7. The tenderer should not have been blacklisted by any PSU/Govt. Department (a self-certification is required). This is subject to verification by Balmer Lawrie and if found to be false, the bidder may be debarred from participating in the tender, or order already placed will be cancelled.

The offer will be rejected in the absence of the above registrations, "EA" grade license, work experience & self-declaration as above. Relevant certificate copies should be submitted as hard copies.

Price-bids of such tenderers, who are determined to have complied with the above eligibility criteria, and duly filled up the tender document, will only be considered.

Even though the tenderers meet the above qualifying criteria, they are liable to be disqualified / debarred / suspended / blacklisted if they have

- Furnished false / fabricated particulars in the forms, statements and /annexure submitted in proof of the qualification requirements and/or
- Record of poor progress such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.

3. Taxes & Duties:

All taxes, duties, levies etc are extra as applicable.

Present Tax Structure:

Presently **CGST@9% + SGST @9%** or **IGST@18%** is applicable for Maintenance and Repair Services for Electrical items or as applicable

The contractor shall issue the GST invoice so that equivalent amount may be availed as GST / applicable tax credit by BL.

The processing of invoice should be as per the GST Act. Any penalties due to the non-adherence will be deducted from the contractor's invoice.

4. EARNEST MONEY DEPOSIT

Offer should be accompanied by a/c payee pay order / demand draft / irrevocable bank guarantee (as per BL format as enclosed) executed by any Scheduled Bank drawn in favor of M/s. Balmer Lawrie & Co. Ltd., payable at Chennai for **Rs.10,000/-**(Rupees Ten Thousand only) towards Earnest Money Deposit. DD should be valid for the period at least for 75 days from the due date of tender. The bank guarantee (BG) shall remain in force for 90 days from the due date of the tender and shall be extendable on request made by BL prior to expiry of the BG.

a. OFFERS RECEIVED WITHOUT EMD WILL BE REJECTED

- b. For the successful bidder, the EMD will be refunded only after they submit the necessary Security Deposit against the work order placed on them. EMD will carry no interest.
- c. For the unsuccessful bidders, the EMD will be refunded only after the PO is released on the successful bidder

- d. Linking of EMD amount with earlier transactions / adjustments with pending bills or any other amount payable by the company is not allowed.
- e. SSI UNITS WITH VALID REGISTRATION WITH NATIONAL SMALL INDUSTRIES CORPORATION LIMITED (MSME/NSIC), FOR THE ITEM/SERVICE TENDERED ARE EXEMPTED FROM PAYMENT OF EARNEST MONEY DEPOSIT.
- f. NOTE: - Bidder having MSME/NSIC Registration needs to attach copy of valid Certificate applicable for the tendered service.

5. Non Conformance:

The tenders not conforming to the above mentioned requirements stated under Cl:2 and Cl:4 are liable to be rejected.

6. Validity of offer:

Tenderers shall keep their offer valid for a period of **60 days** from the due date for submission of tender.

7. Visit to our factory:

The tenderer, at the tenderer's own cost/responsibility is advised to visit our factory between 9.30 am to 4.30 pm on all working days and examine the Site of Work and its surroundings and obtain all information that may be necessary for preparing the Tender for entering into a contract, for the Electrical Maintenance Work

(Contact Persons: Mr. K Dass- 9444041675, Mr. Manivarman- 9445229921/044-25946576, Mr. James – 09840827616)

8. (a) CONDITIONS / PROCEDURE FOR ON-LINE BID SUBMISSION

The bidder would be required to register on the e-procurement market place <https://balmerlawrie.eproc.in> and submit their price 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., in support of their eligibility criteria / technical bids in the eProcurement web site. The bidder shall sign on the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.

8. (b) PRICE BID SUBMISSION ONLINE:

Price bid shall be as per Annexure -A which needs to be submitted ONLINE as per following steps:

Step(1) Bidders shall download all the 5 pages of Annexure-A (given in 'pdf' format) and take a print out.

Step(2) Rates shall be filled in manually on the print out copy of Annexure-A (in highlighted cells).

Step(3) Filled in 5 pages shall be duly signed and stamped with company seal.

Step(4) All the 5 pages filled in as above, shall be scanned and uploaded in e-portal as softcopy in 'pdf' format and follow the procedure given in e-portal for e-bidding.

9. 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>

10. Digital Certificate authentication

The bidder shall authenticate the bid with his Digital Certificate before 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.

11. 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 our website www.balmerlawrie.com and our eProcurement platform www.balmerlawrie.eproc.in. The Company inviting tender shall not be responsible for any claims / other issues arising out of this.

12. 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. Before uploading scanned documents, the bidders shall sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness / authenticity.

13. PRICE BID TO BE UPLOADED ON-LINE ONLY (Refer 8 (b))

SUBMISSION OF OFF-LINE PRICE BID WILL DISQUALIFY THE BIDDERS's PARTICIPATION IN THE TENDER

14. 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.

It may be noted that the terms not mentioned in the offer shall be considered as per our tender terms and conditions only.

Whenever there is a duplication of clause in the terms and conditions, the clause which is beneficial to the Company will be considered applicable at the time of any dispute

It shall be understood that every endeavor has been made to avoid error which may materially affect the basis of the tender and the successful bidder will take upon himself to provide for risk of any error which may subsequently be discovered and shall make no subsequent claim on account thereof.

15. DISCLAIMER CLAUSES:

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.

16. TENDER DOCUMENT (EXCLUDING PRICE BID) SUBMISSION:

Your offline document (excluding price bid) shall comprise the following:

- A **covering note** in your letter head
- **EMD** for Rs.10,000/- by DD
- **Annexure-1** duly filled in, signed with seal
- **Annexure-2** duly signed with seal in all the pages
- Relevant **copies of certificates/ registrations/Documentary proof for Work experience/Self- Declaration as per clause 1** etc as per prequalification requirement.

Your offline tender comprising all the above documents shall be kept in a sealed envelope superscribed as 'Unpriced Offer for Annual Rate Contract for Electrical Maintenance at SBULC' and should reach the undersigned at our Manali works at the following address on or before 17.08.2017.

Senior Manager [SCM]
BALMER LAWRIE & CO. LTD.
SBU Leather Chemicals
32, Sathangadu Village, Manali,
Chennai – 600068.

Phone : 044 – 25946543 / 25946500
Fax : 044 – 25941156
email : a.arun@balmerlawrie.com

for BALMER LAWRIE & CO LTD

Senior Manager (SCM)

**Encl: Annexure-1 (Contractor Details)
Annexure-2 (Terms and Conditions)
Annexure-3 (Schedule of quantities- estimated for one year)
BG format for EMD**

Signature of Tenderer :

Date:

Seal:

CHECK LIST AND CONTRACTOR'S DETAILS

(1) EMD:

Have you enclosed EMD (If No the offer will be rejected)	: Yes / No	Documents enclosed DD / BG / copy of NSIC certificate
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Details on EMD :

(1) Prequalification Requirements :

EA grade License	:	License copy
PF Registration No.	:	Certificate copy
ESI Registration No.	:	Certificate copy
PAN No.	:	PAN card copy
GST Registration No.	:	Certificate copy
Whether doing/ already done jobs at BL Or at other companies	: Yes / No	Work Order Copy

(2) Others:

Name of the Company/Firm	:
Address of the Company	:
Name of contact person	:
Phone no. & Fax No	:
email ID, if any	:

DECLARATION

I / We have gone through carefully all the Tender conditions and solemnly declare that I / we will abide by any penal action such as disqualification or black listing or determination of contract or any other action deemed fit, taken by, the Company against us, if it is found that the statements, documents, certificates produced by us are false / fabricated.

I /We hereby declare that, I/We have not been blacklisted / debarred/ Suspended /demoted in any PSU/Govt department in Tamil Nadu or in any State due to any reasons.

Signature of Tenderer :

Date:

Seal:

Vendor is requested to provide all the data in the table below, as applicable:

1.	Supplier Name	
2.	House No with address 1	
3.	Address 2	
4.	City	
5.	Postal code	
6.	State	
7.	Tel No	
8.	Mob No	
9.	Fax	
10.	Email	
11.	Industry Type*	Domestic / service vendor / MSME* / SSI* / trader / others (specify it)
12.	If MSME registered, under category SC/ST?	
13.	Contact Person	
14.	Inco terms	
15.	Taxes applicable	
16.	PAN no*	
17.	State code (as per GST)	
18.	GSTIN Registration number*	
19.	Proof of GSTIN Registration number per state (From GSTN website)*	
20.	Vendor's GSP name (GST Suvidha Provider's)	

**** - relevant registration/certificate copies & statutory documents as per GST requirements shall be submitted.***

Signature of Tenderer :

Date:

Seal:

GENERAL AND SPECIAL CONDITIONS OF CONTRACT

1.0 Rates and Other Entries:

The tenderer should quote for all items in the prescribed format (**Annexure-A**) ONLINE in the e-portal <https://balmerlawrie.eproc.in> Quantity indicated are approximate and taken for rate contract only.

The rates should be quoted in the same units as mentioned in the tender schedule of quantities.

All entries in the tender documents should be in ink or typed. Corrections if any should be attested by full signature of the tenderer.

Every page of the tender document including annexure / enclosures shall be stamped and signed by the tenderer or his authorised representative thereby indicating that each and every page has been read and the points noted.

2.0 EARNEST MONEY DEPOSIT (EMD)

- (i) The Tenderer shall be required to submit an Earnest Money Deposit as specified in NIT (Bank draft drawn on a Chennai branch of any Scheduled Bank in favour of Balmer Lawrie & Co. Ltd.) along with the tender and the same shall be returned to the unsuccessful tenderers after the selection of the successful tenderer. EMD shall be released after submission of initial security by the successful tenderer.
- (ii) If the successful tenderer is unable to accept or execute orders when placed upon him or withdraws / upwardly revises his quoted prices, within the validity period of his tender or after placement of the Order / Letter of Intent, his Earnest Money Deposit shall be forfeited.
- (iii) No interest shall be payable against Earnest Money Deposit.

3. SCOPE OF WORK/Requirement:

The broad scope of work involves various Electrical maintenance work (preventive/corrective/emergency) from time to time at our SBU Leather Chemicals as directed by BL etc as detailed out in Annexure-A. Required manpower and tools & tackles shall be provided by Contractor (successful tenderer) as detailed below:

a) MANPOWER

The maintenance crew shall consists of the following:

- One Technical Supervisor to monitor the daily maintenance activities and execute the job in co-ordination with BL as per instructions.
- One Electrician and One Helper (certified Electrician – to submit certificate copy before starting work on contract) for control panels/ cable laying and other electrical maintenance work.

Note: Electrician with work experience in Electrical maintenance of Motor Control & lightings work, etc is preferable

Annexure-2

Based on quantum of work as specified by Site-in-charge, contractor should be able to mobilize additional crews as and when required.

b) TOOLS & TACKLES

- Machine Tools-Hand Drilling machine& Hand Cutting machine (Non metallic body), reputed make as per safety norms.
- Hand Tools- Screw drivers, Testers, combination plier, cutting & Drilling tools, Test lamp,& others All required tools and related consumable etc.

Apart from the above, necessary safety measures like goggles, mask, helmet, gloves (cotton/Electrical), safety belt, safety shoes etc shall be provided by the contractor to the manpower given.

All health, safety and environment regulations to be followed. Appropriate PPEs such as goggles, mask, helmet, safety belt & safety shoes shall be provided by the contractor to their workmen. Members of the Employer's staff and visitors should not be exposed to risks. Care should be taken by the contractor and his/her employees to avoid pollution of air, water and soil in the premises. Helmet, Full body safety harness with double lanyard and shock absorber to be used while work at height. Safety harness needs to be anchored at all point of time while working at height. Life line can be used for anchoring. Medical Fitness test certificate needs to be submitted for all contract employee. (Blood pressure, Vertigo test must for work at height people)

- None other than skilled workmen are to be employed.
- All the necessary scaffolding, (only MS tubular scaffolding is permitted, Bamboo scaffold will not be allowed) tools and appliances and everything else required for the execution of the work, are to be supplied by the contractor
- The contractor has to get clearance from the maintenance before commencing the job. Daily permit to work needs to be obtained from BL before commencement of job.
- The company (BL) is to supply water and electricity, if required for the work; same has to be used judiciously to avoid wastage of resources
- An ample supply of clean dust sheets to protect the work/ nearby equipments during work progress is to be at hand
- Whenever any worker is engaged work on place (elevation above 1.5 meter) from which he is liable to fall, he shall be provided with safety belts equipped with lifelines which are secured with a minimum of slack, to a fixed structure unless any other effective means such as provision of guard rails or ropes are taken to prevent his falling. Mobile elevated working platform can also be used to access work at height
- The portable tools should be of fiber body, and double insulation.
- **Any violation of safety rules will lead to penalty of Rs. 500/- per day.**
- All rubbish to be cleared from to time as it accumulates, and the premises left clean

Annexure-2

- The contractor is to make good at his own expense any damage to the structure, equipments, pipes, fittings or decorations, resulting from his operations.
- In case of any emergency at plant, contract workmen have to assemble at the designated Assembly Point.
- The supervisor, who will be present during the operations on daily basis, shall report to the nominated staffs of the Company at the beginning and end of the day to obtain details of requirement and plan accordingly.
- Attendance, Punctuality & discipline of the work men will be entirely in the scope of the Contractor.

4.0 SUB CONTRACTING 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 written consent from the company.

5.0 WORKING HOURS

SBULC work in 3 shifts on all working days except Sunday. However normally operations will be done during working hours **between 6 AM to 10.00 PM.** In case the above services are required before / after stipulated time/off days the contractor will be obliged to undertake the same without any overtime or additional charges.

6.0 HOLIDAY

The Contractor should strictly follow holiday list of SBULC for fixing holidays for his personnel deployed in the Company's premises ie., they shall follow Balmer Lawrie & Co. Ltd (SBULC) list of holidays.

7.0 VOLUME OF WORK

Anticipated volume to be handled is mentioned in PRICE SCHEDULE (**Annexure-A**). This is purely an estimate. No claim shall be entertained in the event the volume of work is substantially different. The contractor should also be prepared to increase the manpower in case volumes of business are higher than anticipated.

8.0 AWARD OF CONTRACT

The contract will be awarded based on the competitiveness of total value of contract based on the estimates provided in the PRICE SCHEDULE (**Annexure-A**).

If required, the Company would carry out negotiation with the tenderers and it would be in the interest of the tenderers to give their most competitive rates.

9.0 VALIDITY OF THE CONTRACT

The contract will be awarded on a total value of contract and the validity will be **one year from commencement of work (Tentatively from Sep '17- Aug '18) or till completion of the total order value, whichever is earlier.** However, in the event of contract period getting over and the order value still pending, BL would have the discretion to extend the contract till the completion of the order value

It may be noted that in case of new contractors offering lowest rate, order will be issued initially for 3 months, which is subject to renewal for full term, based on performance.

10.0 PAYMENT TERMS

Payment shall be made within 15 days from the date of submission of monthly bills subject to submission of satisfactory proof of remittance (challans) of relevant ESI, PF etc in respect of the personnel deployed by the contractor and clearance from operations in-charge. The payment will be made on the basis of completed actual quantity. Appropriate tax, as applicable from time to time shall be deducted from the bills as per the Statutory regulations.

Present tax structure:

Presently **CGST@9% + SGST @9%** or **IGST@18%** is applicable for Maintenance and Repair Services for Electrical items or as applicable

The contractor shall issue the GST invoice so that equivalent amount may be availed as GST / applicable tax credit by BL.

The processing of invoice should be as per the GST Act. Any penalties due to the non-adherence will be deducted from the contractor's invoice.

11.0 SECURITY DEPOSIT BY WAY OF PERFORMANCE GUARANTEE/ CASH DEPOSIT

Performance guarantee / Cash Deposit for 5% of the total contract value shall be submitted by the successful bidder in the form of Bank Guarantee to cover loss / damage of materials / property during handling at SBU-LC, lack of interest to perform as per job order or failure to perform etc. The format of the Bank Guarantee will be provided by the company. The SD will be released on successful completion of contract.

If SD is not received within 15 days from date of LOI/WO, the amount will be deducted from the contractor's running bills until the required SD is accumulated.

The Security Deposit paid by Pay Order/Demand Draft/Bank Transfer shall bear no interest and shall be refunded to successful bidder, only on successful completion of the tendered service.

All sums of compensation or other sums of money as determined, if any, payable by the bidder may be deducted from the Security Deposit.

The Security Deposit amount can be adjusted to the extent of EMD amount for the successful bidder.

Security deposit is liable to forfeiture in the event of:

- a. Not executing the job after Acceptance of Purchase Order.
- b. Successful Bidder fails to deliver the service as per the terms & condition of the Purchase Order.
- c. Successful Bidder violates the tender conditions.
- d. If the performance of the bidder is found to be unsatisfactory
- e. Any unilateral revision made by the successful bidder during the validity period of the contract.

12.0 PENALTY DUE TO NON PERFORMANCE / ABSENTISM

In case of not carrying out the work on any day without the consent of BL, will attract penalty clause by which BL will charge **min Rs.1000/- per day** for such days. This amount will be deducted from the bill submitted. Also, for any absenteeism, the contractor needs to provide reliever. In the absence of this, **Rs.500/- per person per shift** will be deducted from the contractor's bill as penalty.

Further, in case of successful bidder failing to honour the terms and conditions of contract the company shall be at complete liberty to make alternate arrangements at the bidders "RISKS AND COST" and any additional cost incurred by the Company in this regard shall be fully recovered from the successful bidders' bills. The company shall also be at liberty to recover in full charges incurred due to non-performance from the Contractor.

13.0 PENALTY FOR NON-ADHERENCE TO SAFETY REGULATIONS:

The tenderer has to strictly adhere to the safety requirement as per **clause 3.0** in **Annexure-2**.

Penalty of **Rs. 500/- per day** will be imposed if the contractor or his workers are found to be working without safety equipments in the specified areas under the safety purview as required for the above job.

Repetitive violation of safety requirements and regulations by the contractor or his worker will lead to termination of the contract awarded to the contractor

14.0 ALTERNATIVE ARRANGEMENT

In absence of timely and proper performance by the Contractor, Balmer Lawrie reserves the right to utilize the services of any other Contractor without notice at the risk and cost of the Contractor and to recover charges and expenses in excess of the contractual terms from the Contractor. Similarly if the contractor fails to meet their contractual obligations, the work shall be completed at their risk and cost through alternative sources / arrangements. This will be without prejudice to the rights of Balmer Lawrie for any other action including termination, encashment of Bank Guarantee etc.

This contract also does not restrict the right of Balmer Lawrie to take recourse to the above conditions even if notice of termination is not served and contract terminated with the Contractor.

15.0 ESI/PF/OTHER STATUTORY OBLIGATIONS

The successful bidder on award of contract shall ensure compliance with all relevant statutory provisions under the relevant labour laws viz. Factories Act, Payment of Wages Act, Minimum Wages Act (notified by Ministry of Labour, Government of India), Contract Labour (Regulation & Abolition) Act, ESI (Employees State Insurance) Act, Workmen's Compensation Act, Employees Provident Fund and Miscellaneous Provisions Act (EPF & MP Act), Payment of Bonus Act and other applicable labour enactments as amended from time to time in respect of personnel deployed by him in company's premises.

The successful bidder shall submit a detailed list of the personnel deployed by him in the company's premises which shall include the name, address and date of birth of the personnel deployed. They shall be permitted entry into the company's premises only after being duly verified and issue of entry passes.

Annexure-2

The successful bidder shall issue to all personnel deployed by him in the company's premises, photo identify cards duly certified by the company. The same shall be retained by the said personnel at all times during their presence within the company's premises.

The successful bidder shall not engage persons of age below 18 years for any of the jobs specified in the tender. The successful bidder / Contractor shall be solely responsible for all matters, including safety, welfare and discipline, in respect of personnel deployed by him in the company's premises and shall keep the company indemnified thereof.

Cost if any, incurred by the company in ensuring statutory compliance with the existing labour enactments as amended from time to time or for any other matter connected with personnel deployed by the successful bidder in the company's premises shall be fully charged to the Contractor.

The personnel deployed in the company's premises by the successful bidder shall be fully qualified in all respects to carry out the activities for which he/she has been deployed.

The successful bidder / Contractor shall equip the personnel deployed by him in the company's premises with all the necessary implements and **safety** equipment like goggles, mask etc. and shall ensure that adequate safety precautions are taken by them while carrying out their work in the factory premises. Also, it is the responsibility of the successful bidder to ensure adherence to **environment** related requirements by his/her employees at our site.

The payment of bill for services rendered presented by the successful bidder/ Contractor shall be processed only on submission of satisfactory proof of remittance (challans) of statutory dues such as ESI, PF etc in respect of the personnel deployed by him in the company's premises.

As per provisions under the Contract Labour (Regulation & Abolition) Rules 1971, salary disbursement to the personnel employed by the contractor has to be done in presence of authorised representative of BL. Hence, a wage register has to be maintained at BL by the contractor.

16.0 FORCE MAJEURE CONDITIONS

If at any time during the continuance of the contract, the performance in whole or part by either party or obligation under the contract shall be prevented by reasons of any way, hostility, acts of public enemy, civil commotion, sabotage, fire not caused due to contractor's negligence, floods, explosion, earthquake, epidemics, quarantine, restrictions, strike, lock outs, change in Government policy or acts of Gods (hereinafter referred as events), then provided notice of the happenings of any such events is given by either party to the other within 15 days from the date of occurrence thereof, neither party shall by reasons of such events be entitled to terminate the contract nor shall either party have any claim for damage against the other in respect of such non-performance or delay in performance. The contract shall be resumed as soon as practicable after such events have come to an end or ceased to exit.

17.0 LIABILITY

The bidder would be fully responsible to ensure safety of lives, goods, vehicles, property within Balmer Lawrie premises. Any damage to life or property inside Balmer Lawrie due to negligence by the contractor's workmen would be to the account of the contractor.

18.0 SAFETY TO COMPANY'S PROPERTY

The contractor should ensure that during the time of operation there is no damage to the property, personnel of the company. In the event of such damage same will be repaired / compensated to the company at the cost of the contractor.

19.0 TERMINATION

Without prejudice to BL's right or remedy available to BL, BL may terminate the Contract of any part thereof by a written notice to the bidder if:

1. The bidder fails to comply with any material/service term of the Contract.
2. The bidder informs BL of its inability to deliver the service or any part thereof within the stipulated Delivery Period/contract period or such inability otherwise becomes apparent.
3. The bidder fails to deliver the item/service within the stipulated Delivery Period/contract period
4. The bidder becomes bankrupt or goes into liquidation.
5. The bidder makes a general assignment for the benefit of creditors.
6. A receiver is appointed for any substantial property owned by the bidder.
7. The bidder has misrepresented to BL, acting on which misrepresentation, BL has placed the Purchase Order on the bidder.

Upon receipt of said termination notice, the bidder shall immediately stop the service. On termination of the contract, without prejudice to any other right or remedy available to BL under the contract, in the event of BL suffering any loss on account of delayed delivery or non-delivery, BL reserves the right to claim and recover damages from the bidder in respect thereof. The EMD / Security Deposit will be forfeited.

However in case of serious breach of contract by the bidder the company reserves the right to terminate the contract without notice.

20.0 ADDITION AND ALTERATION OF TERMS AND CONDITIONS

The company reserves the right to add / alter terms and conditions of the tender document including cancellation of the tender at any time without assigning any reason whatsoever.

21.0 ACCEPTANCE OF TENDER

The company reserves the right to accept or reject the offer in part or in full without assigning any reasons whatsoever and / Or to negotiate with tenderer(s) in the manner it considers suitable.

22.0 INDEMNITY

The contractor shall indemnify the company, for any financial or other losses that result to the company during the operation of the contract for over the actions/inactions on the part of the contractor, which has resulted in the liability of the company. In other words, the contractor shall continue to be responsible to the company in respect of any act of omissions/commissions performed during the tenure of the contract, even though the action may actually be initiated by an external agency or an individual or a statutory authority etc. much after the contract period had expired. The contractor shall be responsible for the acts of omissions and commissions that have taken place during the contract period.

23.0 ARBITRATION

Any dispute or difference arising under this Contract shall be referred under jurisdiction of Chennai to a sole arbitrator to be appointed by the Chairman & Managing Director, Balmer Lawrie & Co. Limited 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. The award shall be a speaking award stating reason therefor and is final and binding on the parties. The proceeding shall be conducted in English language and courts at Chennai will have exclusive jurisdiction to settle any dispute arising out of this contract.

WE ACCEPT ALL TERMS AND CONDITIONS AS STATED IN THIS TENDER.

DATE :

SIGNATURE OF THE TENDERER :

NAME OF THE TENDERER :

PHONE NO. FOR CONTACT :

EMAIL ID IF ANY, FOR CONTACT :

COMPANY SEAL :

Signature of Tenderer :

Date:

Seal:

SCHEDULE OF QUANTITIES FOR ANNUAL RATE CONTRACT FOR ELECTRICAL MAINTENANCE WORK
AT SBULC MANALI

S.No.	DESCRIPTION	SCOPE OF WORK	UNIT	QNTY	RATE IN Rs.	AMOUNT IN Rs.
1.0	ERECTION WORK					
1.1	CABLE LAYING	Labour charges only for laying the following 2 core/3 core / 3 1/2 core / 4 core cables (1100 V Grade) along wall / trays prepared trench including clamping-				
		a. 1.5 sq.mm to 6.00 sq.mm	METER	3000		
		b. 10 sq.mm to 25 sq.mm	METER	2000		
		c. 35 sq.mm to 95 sq.mm	METER	1000		
		d. 120 sq.mm to 180 sq.mm	METER	1000		
		e. Above 180 sq.mm	METER	1500		
1.2	CABLE TERMINATION	To terminate the PVC insulator and the PVC sheathed steel armoured (1100 V grade) with 2 core/3 core/ 4 core aluminium / copper conductor of following sizes -				
		a. 1.5 sq.mm to 6.00 sq.mm	Nos	2000		
		b. 10 sq.mm to 25 sq.mm	Nos	1000		
		c. 35 sq.mm to 95 sq.mm	Nos	500		
		d. 120 sq.mm to 180 sq.mm	Nos	500		
		e. Above 180 sq.mm	Nos	200		
1.3	CABLE LUGS	Grip copper/Aluminium copper lugs on the following size of conductors and connecting them to terminals on MCC / starters / swtiches / control panel / motors etc. -				
		a. 1.5 sq.mm to 6.00 sq.mm	Nos	2000		
		b. 10 sq.mm to 25 sq.mm	Nos	1000		
		c. 35 sq.mm to 95 sq.mm	Nos	200		
		d. 120 sq.mm to 180 sq.mm	Nos	100		
		e. Above 180 sq.mm	Nos	100		
1.4	CABLE JOINTS	To make an underground / overhead / cable trays / wall straight / through / T joint for following sizes of cable / aluminium / copper 4 core suitable for 440 V application complete.				
		a. Cable upto 10 sq.mm NO 20	Nos	200		
		b. Cable from 16 sq.mm to 35 sq.mm NO 10	Nos	100		
		c. Cable from 50 sq.mm to -95sq.mm NO 1	Nos	10		
		d. Cable from 120 sq.mm to 240 sq.mm NO 1	Nos	10		
		To terminate the 11 KV XLPE/PVCC cable with raychem joints/PVC joint including necessary supports - complete.				
		a. 185 sq.mm NO1	Nos	10		
		b. 225 sq.mm NO1	Nos	10		
		c. 240 sq.mm NO 1	Nos	10		
		d. 300 sq.mm NO 1	Nos	10		
1.5	TEMPORARY CONNECTION MTR 50	To lay 2 core/3 core/ 4 core flexible TRS cables and terminate them as required for temporary connection - complete	Meter	1000		
1.6	FLAME PROOF FITTINGS ERECTION	To instal the following flame proof type equipments on suitable frames - complete				
		a. ON/OFF push button in cast iron/cast A1 enclosure	Nos	500		
		b. 440V 40A/63A/25A/16A TP switch in cast iron enclosure	Nos	100		
		c. 250 V 16A/10A DP/SP switch in cast iron enclosure	Nos	100		
		d. FLP 2 way/3 way / 4 way junction boxes	Nos	100		
A		SUBTOTAL-A				

Signature of Tenderer:

Seal:

Date:

S.No.	DESCRIPTION	SCOPE OF WORK	UNIT	QNTY	RATE IN Rs.	AMOUNT IN Rs.
1.7	FABRICATION	a.Fabrication (only) of frames, supports etc - complete	KG	500		
		b. Erection of cable tray FRB 300 & 500 mm	Meter	1500		
		c. dismantling of old cable tray 300 & 500 mm	Meter	1500		
1.8	ERECTION OF CONTROL PANEL	Erection of control panel / MCC/PCC on wall as per description below-complete				
		a. Leading from stores to the required place	KG	1000		
		b. Erection of control panel	KG	1000		
1.9	ERECTION OF POWER DISTRIBUTION ISOLATOR/STARTER	To install the following E/E or equivalent make power distribution board with incomer switch. Job includes fixing the board and switch on frame with adapter box connecting the copper/aluminium, cable from switch to PDB, fixing necessary cable termination box, providing holes for outgoing cables etc - complete.				
		a. Isolator	Nos	100		
		b. 4W/8W/12W 16A/63A PDB with 100A MCB Isolator	Nos	1000		
		c. Siemens/L&T equivalent make 25A Isolator	Nos	100		
		d. Siemens/L&T equivalent make 63/100A Isolator	Nos	50		
		e. 250A isolator	Nos	10		
		f. 400A isolator	Nos	10		
		g. DOL starter upto 30KW	Nos	25		
		h. Automatic star delta starter upto 37KW	Nos	10		
		i. ON/OFF push buttons at incast aluminium enclosures	Nos	100		
1.10	Isolator Erection	Fix the cable adaptor box of following sizes made out of 14 SWG MS Sheet suitable for end termination of sheathed PVC insulated armoured cable with aluminium conductors suitable for following switches L&T and equivalent make - complete				
		a. 63A Isolator NO.20	Nos	100		
		b. 100A Isolator NO.20	Nos	50		
		c. 250A Isolator NO.10	Nos	10		
		d. 400A Isolator NO.10	Nos	10		
1.11	CONTROL PANEL ACCESSORIES	Fixing the ELMEX connectors / terminal strips in control panel MCC's junction box etc - complete				
		a. 2.5 sq.mm to 6 sq.mm	Nos	1000		
		b. 10 sq.mm to 16 sq.mm	Nos	1000		
		c. 25 sq.mm to 35 sq.mm	Nos	500		
		d. 2 way/4 way / 12 way strip 5A to 30A	Nos	100		
		e. Pilot lamp / push button	Nos	200		
		f. 5A/15A fuse bases	Nos	1000		
		g. Ammeter, Volt meter	Nos	100		
		h. Contactors upto size 1	Nos	100		
		i. Buzzer	Nos	5		
		j. O/L relay	Nos	100		
		k. MCB single pole / 4 pole	Nos	100		
		l. Isolator upto 25A	Nos	50		
1.12	ELECTRICAL HOIST/LIFT	To install the limit switches/control push buttons - complete	Nos	20		
1.13	INSTRUMENTATION ERECTION	a. To install the temperature controller/temperature inicator/pressure switches/limit switches / control valves etc. - complete	Nos	100		
		b. 3 phase energy meter - fixing	Nos	25		
		c. Weighing indicator - fixing	Nos	25		
		d. Weighing indicator load cell frame fixing	Nos	25		
		e. Load cell fixing	Nos	100		
		f.DTI FIXING	Nos	100		
B	SUBTOTAL-B					

Signature of Tenderer:

Seal:

Date:

S.No.	DESCRIPTION	SCOPE OF WORK	UNIT	QNTY	RATE IN Rs.	AMOUNT IN Rs.
1.14	ELECTRICAL EVAPORATOR	To install 6 KW heating coil per coil rate	Nos	50		
1.15	FLEXIBLE PIPE LAYING	To lay the following size of GI/PVC flexible pipe on wall/MS structure with suitable end couplings - complete				
		Size: /12" to 2"	Meter	1000		
1.16	COPPER WIRE LAYING	To lay the following size of copper wire in GI/PVC flexible pipe on wall / MS structure with suitable end couplings - complete				
		Size: 1.5 sq.mm to 6 sq.mm	Meter	1000		
1.17	MOTOR FIXING	a. Fixing Motor terminal and connecting at the motor capacity ranging from 0.5 to 5 HP	Nos	500		
		b. Fixing Motor terminal and connecting at the motor capacity ranging from 7.5 to 20 HP	Nos	500		
		c. Fixing Motor terminal and connecting at the motor capacity ranging from 25 to 50 HP	Nos	10		
		d. Motor servicing upto 5 HP	Nos	50		
		e. Motor servicing 7.5 HP to 20 HP	Nos	25		
		f. Motor servicing 25 HP to 50- HP	Nos	50		
1.18	INSTALLATION OF TUBE LIGHT	a. 2 x 40 or 1 x 40W Industrial fluorescent lighting fixture with or without shade LED TI / decorative attachment on wall/false ceiling-complete	Nos	500		
		b. Bulb / starter change	Nos	200		
		c. Choke	Nos	200		
		d.LED False celing Bulb	Nos	200		
1.19	To lay 3/4" / 1" PVC conduit pipe	To lay 3/4" / 1" PVC conduit on wall / tray / celing / underground with necessary PVC junction boxes / PVC bends clamps screw 14 SWG earthing, copper wire, earth clamps at every one meter, 2/5 runs of 3/20 wires / 720 wires - complete	RM	250		
1.20	INSTALL LIGHTING CONTROL BOX	Install lighting control boxes on the wall including chipping grouting etc. Boxes shall be made of 16SWG steel size 4" x 4" x 2" to 12" x 8" x 3" - complete	Nos	50		
		LED FLP fitting New fixing	Nos	200		
1.21	FIXING OF SWITCHES	5A/15A switch. 5A/15A 3 pin sockets / MCB 1 pole / 3 pole / fan regulator - complete	Nos	200		
1.22	FIXING OF LIGHT FITTINGS	a. Fittings 35/70/125/160/250/400W S.V. Lamp / M.V. lamp light fitting with choke / igniter / holderLED Street light etc. - complete	Nos	100		
		b. Bulb(CFL/LED)	Nos	100		
		c. Igniter	Nos	100		
		d. Choke	Nos	200		
		e. 125 W MV lamp	Nos	200		
		f. 125W MV lamp choke	Nos	200		
		g. 160W MLL lamp	Nos	200		
1.23	FIXING OF CEILING FANS	Fixing of 48" ceiling fans - complete NO	Nos	20		
1.24	FIXING OF EXHAUST FANS	Fixing of 18" / 12"/9" exhaust/wall mounting fan - complete	Nos	20		
	FIXING OF WALL FAN		Nos	20		
1.25	FIXING OF STREET LIGHT	Fixing of 35W/70W/250W/400W SV lamp/MV lamp fitting with choke /igniter/holder etc. - at street light - complete	Nos	20		
C	SUBTOTAL-C					

Signature of Tenderer:

Seal:

Date:

S.No.	DESCRIPTION	SCOPE OF WORK	UNIT	QNTY	RATE IN Rs.	AMOUNT IN Rs.
1.26	EARTHING	a. Laying the following sizes of G.I / copper flate/ wire complete with riveting / welding, etc., and connecting them to equipments / earth bits etc., size: GI/copper wire 8SWG to 14 SWG, GI/copper flate 25 x 3 mm to 50 x 6 mm - complete	RM	1000		
		b. Earth pit servicing	Nos	50		
1.27	EARTH PIT	Providing standard earth pits as per IER rule IER 1956 including supply of all necessary items like cast iron pipes, salt, charcoal etc and erection - complete	Nos	50		
2.0	DISMANTLING					
2.1	CABLE REMOVING	To dismantle the existing laid cables in walls trays prepared trenches buried under ground etc., includes removal clamps rolling the removed cable providing suitable tag and returning to stores - complete.				
		a. 1.5sq.mm to 6.00 sq.mm	Meter	2000		
		b. 10 sq.mm to 25 sq.mm	Meter	1000		
		c. 35 sq.mm to 95 sq.mm	Meter	1000		
		d. 120 sq.mm to 180 sq.mm	Meter	1000		
		e. Above180 sq.mm	Meter	1000		
2.2	CABLE END CONNECTION REMOVING	To remove the end termination of following size of cables in contro panel MCC etc.				
		a. 1.5sq.mm to 6.00 sq.mm	Nos	1000		
		b. 10 sq.mm to 25 sq.mm	Nos	500		
		c. 35 sq.mm to 95 sq.mm	Nos	200		
		d. 120 sq.mm to 180 sq.mm	Nos	50		
		e. Above180 sq.mm	Nos	50		
		f. Cable tray	Meter	1000		
2.3	PANEL DISMANTLING	To dismantle and shift the control panel from control room / MCC/PCC to the present location as follows:				
		a. Removal and shifting of panel	KG	1000		
2.4	ISOLATOR	To dismantle power distribution board with isolator	Nos	20		
2.5	MOTORS	a. Disconnection and removal of induction motor from the load of capacity rating from 0.5 HP to 10 HP for repairs	Nos	200		
		b. Disconnection and removal of induction motor from the load of capacity rating from 11HP to 50 HP for repairs	Nos	100		
2.6	CONTRO PANEL ACCESSORIES	Disconnection and removal of 6/16/32/63/100A fuse holder/swtiches / contractors etcfrom MCC/DB / Control panel-complete	Nos	300		
2.7	DISMANTLING/REMOVAL OF LIGHT	a. Tube light fitting	Nos	100		
		b.LED Tube light / Starter	Nos	200		
		c. Choke	Nos	200		
		d. 125W MV Lamp= LED	Nos	200		
		e. 125W MV Lamp Choke	Nos	200		
		f. 160W MLL Lamp Fittings=LED	Nos	500		
		g. 160W MLL Lamp=LED	Nos	500		
2.8	DISMANTLING/REMOVAL OF CEILING	Dismantling of 48" Ceiling Fans - complete	Nos	50		
D	SUBTOTAL-D					

Signature of Tenderer:

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Date:

S.No.	DESCRIPTION	SCOPE OF WORK	UNIT	QNTY	RATE	AMOUNT
2.9	DISMANTLING/REMOVAL OF EXHAUST FANS	Dismantling of 18"/12"/9" exhaust / wall mounting fan - complete	Nos	50		
2.10	DISMANTLING/REMOVAL OF EXHAUST FANS	a. Dismantling of 35W/70W/250W/400W SV lamp/MV Lamp fitting with choke/igniter/holder etc - at street light complete	Nos	100		
		b. Bulb / Igniter	Nos	500		
		c. Choke	Nos	50		
2.11	REMOVING/DISMANTLING	To remove and dismantle the following GI/copper wire/flat - 8/10/14 SWG, 25 x 3mm, 50 x 60mm - complete	RM	1000		
2.12	SHIFTING OF MOTOR / PANELS / WEIGHING STONES	a. shifting of motor/control panel stores to MCC at ground level	KG	1000		
		b. Shifting of motor/control panel stores to plant above the ground level	KG	1000		
2.13	BATTERY SHIFTING	Shifting of battery - stores to generator rooms	KG	500		
3.0	MANPOWER SUPPLY					
3.1	UNSKILLED / HELDER	Supply of unskilled labour for cleaning/helping for breakdown maintenance etc.	MANDAY	200		
4.0	PAINTING	Painting of switch boards / control panels / starters / motors / motor control centres				
		a. 1 Primer plus 2 enamel coating	Sq.M	1000		
		b. 1 primer plus 2 enamel coating heating resistance	Sq.M	1000		
5.0	TELEPHONE					
5.1	ERECTION	a. Upto 2 pair cable laying	RM	500		
		b. Upto 5 pair	RM	200		
		c. 10 pair to 20 pair	RM	200		
		d. UG cable - more than 20 pairs	RM	200		
5.2	DISMANTLING	a. Upto 20 pair	RM	500		
		b. UG Cable more than 20 pairs	RM	200		
5.3	SERVICING	a. fault attending at any height level	Nos	500		
E	SUBTOTAL-E					
F	TOTAL BASIC PRICE (A+B+C+D+E)					
G	CGST@9% ON F OR AS APPLICABLE					
H	SGST@9% ON F OR AS APPLICABLE					
I	OR					
I	IGST@18% ON F OR AS APPLICABLE					
I	G. TOTAL (F+ (G+H) OR I)					

Signature of Tenderer:

Seal:

Date:

Proforma of the Guarantee
(Bid Bond / Earnest Money Deposit)

Lawrie & Co. Ltd.

Whereas (Name of the bidder) (hereinafter called "the Bidder") has submitted its bid for the (purpose) (hereinafter called "the Bid") against Tender reference No: dated of M/S BALMER LAWRIE & CO. LTD. (Address- Local).

The conditions of Tender provide that the Bidder shall pay a sum of Rs. (Rupees only) (hereinafter called "the said amount") as full Earnest Money Deposit in the forms therein mentioned. The forms of payment of Earnest Money Deposit include guarantee to be executed by a Scheduled Bank.

The said (name and address of the Bidder) have approached us and at their request and in considerations of the premises we, (Name of the Bank) having our office at (address of the Bank) have agreed to give such guarantee as herein after mentioned.

Know All Men by these presents We, (name of the bank) of (address of the bank) having our office, inter alia, at (hereinafter called "the Bank") are bound unto BALMER LAWRIE & CO. LTD. (address) (hereinafter called "the Purchaser") in the sum of Rs (Rupees only) for which payment will truly be made to the Purchaser, the Bank binds itself, its successors and assigns by these presents this ... day of, 1999.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the bid form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of bid validity:
 - a) fails or refuses to execute the Contract Form if required; or
 - b) fails or refuses to furnish the Performance Security, in accordance with the instructions to Bidders.

We undertake to pay the Purchaser up to the said amount upon receipt of its first written demand, without the Purchaser having to substantiate their demand, provided that in their demand the Purchaser shall mention that the amount claimed by them is due owing to the occurrence of one or both of the two conditions.

This guarantee will remain in force upto (date of expiry) including the days after the period of the bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

Notwithstanding anything contained herein:

- i) Our liability under the Bank Guarantee shall not exceed Rs. (Rupees only.)
 - ii) This Bank Guarantee shall be valid upto
 - iii) We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only if you serve upon us a written claim or demand on or before (last date of validity)
- (name of the Bank) undertake not to revoke this guarantee during its currency except with your previous consent in writing.

We have power to issue this guarantee in your favour under our Memorandum and Articles of Association and the undersigned has full power to do and execute this Guarantee under the Power of Attorney dated day of , 1999 granted to him by the Bank.

Yours faithfully,

..... (Signature of Bank)