

Balmer Lawrie & Co. Ltd.

(G & L- Silvassa)

(A Government of India Enterprise)

Survey No. 201/1, Sayli, Sayli-Rakholi Road, Silvassa-396230.

Phone- (0260)3260332, Fax-(0260)2680009, E-mail shivastava.sk@balmerlawrie.com

TENDER ENQUIRY

Tender No. GLS/TE17/080

Date: - 29/08/17

Due date:- 11/09/17

Dear Sirs,

SUB : Rate Contract for Plant Machinery Maintenance with Fabrication, Welding and Allied Works (including pipeline) at Balmer Lawrie & Co.Ltd. G&L , Sayali ; Silvassa Plant.

(Rate Contract for 6 months from the Date of PO)

Balmer Lawrie & Co. Ltd. (BL) invites you to submit your best competitive sealed offer for the subject RC as per the **General terms & conditions** and **Price Schedule** attached in Annexure-A and B, respectively.

Your offer, complete in all respect furnishing above details should be submitted to us on or before the due date. Offers over email/fax would not be considered for evaluation.

Yours faithfully,
For Balmer Lawrie & Co. Ltd.



(Shoubhit Srivastava)
Manager (Purchase)

Encl.: As above



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Annexure-A

GENERAL TERMS & CONDITIONS OF TENDER:

- 1.1.0 **Tender for Registered Vendors only:** The Response/offer from registered vendors alone will be accepted and that other interested vendors have to register with the unit (Greases & Lubricants, Silvassa) and subject to such registration being confirmed, they would be considered for the subsequent Tenders. For vendor registration related queries, kindly contact Dy. Manager (Purchase), contact no- (0260)3260332.
- 1.1.1 **Bid Preparation:** Before filling up, the complete Tender Specification should be read properly. Avoid overwriting while filling the tender papers. The tender document may also be downloaded from our web site www.balmerlawrie.com within the due date of the tender.
- 1.1.2 **Clarification:** If the bidder finds any discrepancy, omission, ambiguity or conflict in or among the documents forwarded or be in doubt as to their meaning and interpretations; such matter shall be brought to the attention of the BL, at least four days in advance, and prior to the date of filling/submission of the tender. For clarification required, if any, please contact Sri Shoubit Srivastava Balmer Lawrie & Co. Ltd., Survey no- 201/1, Sayli -Rakholi road , Silvassa 396230 Phone no. 0260-3260332
- 1.1.3 **Site Visit:** The bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into a contract for the Works. The costs of visiting the Site shall be at the bidder's own expense.

Period of ARC:

- 1.1.4 The period of contract shall normally be **6 months** (Sept-2017 to Feb-2018) or from the date of commencement of contract.
- 1.1.5 The contract period may be extended on mutual agreement for period of another 1 month or for 6 months or any other period as agreed upon by both the parties.
- 1.1.6 **Prices/charges:** The quoted unit rate shall be **fixed and firm** till execution of the ARC for **all the items/jobs/service**.
- 1.1.7 **Price Schedule (Annexure-B) :** The prices shall be quoted for all the jobs as mentioned in the **price schedule**. If the price(s) shall not be quoted for all the item(s)/jobs, such offer , in entirety , will be treated as incomplete and may be rejected. However BL reserves the right to drop a few item(s) from the scope of ARC (Annual Rate Contract) prior to placement of order.
- 1.1.8 **Specification/description of items:** The price shall be quoted as per the **specification**, description **make, size**, and **type** mentioned in **Price schedule** to this tender. Any alteration in the said description shall not be considered.

Vendor's Company:

Contact Person :

Contact Number :

Signature with official
stamp



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- 1.1.9 **Quantity (Qty.):** The quantities specified in the tender form (**Price Schedule**) are tentative and they represent the approximate requirements under preventive/breakdown maintenance jobs. The indicated/ specified **quantity against each item may vary** to any extent as long as the order value, in totality, does not exceed during the Rate Contract period. The job/service will be sought from successful tenderers **as and when required basis** from time to time throughout the contract period. **There is however, no contractual liability on the Company's part to execute/consume entire quantities of job tendered in full during the currency of the contract.** If excess (more than specified) quantities of any item(s) are required by BL during the contract period, the same shall be extended on mutual agreement or otherwise as agreed upon.
- 1.2.0 **Unit Rate & Amount:** Unit rate must be quoted for all the job/service of price schedule **inclusive of all sorts of labour charges and cost of consumables like welding electrode, gases of gas cutting set.** The unit rate will be fixed & firm during the contract period.
- 1.2.1 **Taxes & Duties:** Present % rate of Service Tax/WCT duty are to be indicated/mentioned in the unit tax rate column of price schedule/offer. The taxes & duties applicable at the time of supply will be paid at actual against documentary proof. Variation in **Taxes & Duties** rate will be applicable only up to the contractual delivery date.
- 1.2.2 **Urgent nature work:** Since this is a maintenance work, which is generally of urgent nature and required to be undertaken on continuous basis, therefore, the contractor shall be required to attend the complaints/ maintenance jobs on holidays including Saturday & Sunday and on late hours. Nothing extra will be paid for working during the late hours and on holidays. Contractor shall quote the accordingly.
- 1.2.3 **Completion Schedule(call up and lead time):** All routine complaints shall be attended promptly and possibly within 24 hrs. The compliance period for the bigger complaints shall be mutually decided and recorded.
- 1.2.4 **PENALTY:** For the complaints not attended within 24 hrs. or as per the satisfaction of Maintenance In charge/representative a token penalty @ of Rs. 500/-per day delay per complaint shall be recovered against the pre-estimated loss to BL. The loss if any made to the company's property during the course of attending the maintenance jobs shall be made good by the contractor. Failing to do so the decision of the Maintenance-In-Charge/representative of Balmer Lawrie shall be final for deducting necessary amount from the Contractor's outstanding bills. The total recovery on all such accounts shall be, maximum, up to 10% of the contract value.
- 1.2.5 **Job Record Register:** The record register will have to be maintained by the Contractor and all complaints & job attended shall be recorded with job description, start date, joint measurement (wherever applicable), completion date etc duly verified & signed by BL representative against each job.
- 1.2.6 **Payment terms:** The Contractor shall submit his bill for the works carried out within a week from the date of completion of the job. Payment will be released within 15 days from the date of submission of bill.
- 1.2.7 **Guarantee/warrantee:** Free repairing of any welding/ leakage to be done within 12 months against the job done by the contractor.
- 1.2.8 **Validity of offer:** The price offers shall be valid for a minimum period of **60 days** from the date of due date of the tender.

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- 1.2.9 **Individuality of contract:** The order resulting from the Tender shall be treated as an individual contract, and it shall not create any general lien to the tendered, and shall not get prejudiced in execution due to any situation arising out of some other contract that the tendered may have with BL.
- 1.3.0 **Unconditional Offer:** Your offer shall be unconditional as per tender terms & conditions.
- 1.3.1 **Placement of Purchase/work Order:** The half yearly Rate Contract awarded as a result of this Tender Enquiry will be in the nature of a Standing offer/rate contract agreement under Revenue Expenditure for repair & maintenance of Plant & machineries.
- 1.3.2 **Actual Supply/service/work Order may be placed from time to time against call ups to the successful/eligible vendor at their approved rate finalized vide this tender.**
- 1.3.3 However BL reserves the right to depute alternate vendor of the filed agreed to work on the approved rate in case of delay response of **successful/eligible vendor**
- 1.3.4 **No guarantee can be given as to the minimum, maximum or actual services usage.** However, during the last three year, an average expenditure of about Rs. 2,00,000.00 (Rupees Two lakh only) was incurred on subject job.
- 1.3.5 **Basis of rate selection:** Single or Multiple technically qualified vendor may be selected as follows-
- 1.3.6 L1 in totality of all the items.
- 1.3.7 **Cancellation of contract:** If tendered fails to attend the complain within the scheduled time frame more than three occasions, complete Rate Contract will be cancelled .
- 1.3.8 **Job to be done on risk and cost:** Failing to comply with the specified maintenance jobs by the contractor as per the scope of the work. The Maintenance in-charge shall be empowered to get the same completed through another party on risk and cost of the contractor, after necessary notice to the contractor in writing. The amount incurred on this account shall be recovered from the due payments/ bills of the contractor as per contract agreement.
- Bid rejection criteria:** Following bids shall be categorically rejected.
- 1.3.9 Bid not quoted on the **tender from (price schedule)** or in line with the specified format for technical and commercial bid.
- 1.4.0 Change/deviation from the scope of work/specification of the job/service.
- 1.4.1 Incomplete/misleading/ambiguous bids in the considered opinion of BL.
- 1.4.2 Bids with incomplete technical specifications and or terms not acceptable to BL.
- 1.4.3 Bids not meeting the qualification/Eligibility criteria stipulated in the tender enquiry.
- 1.4.4 Bids received from unregistered vendors.
- 1.4.5 Tenders received through e-mail or Fax
- 1.4.6 **Corrigendum to tender:** The bidder has to keep track of any changes by viewing the addend /Corrigendum's issued by the Tender Inviting Authority on time-to- time basis from our website www.balmerlawrie.com .

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- 1.4.7 **Jurisdiction:** In case of any dispute, arising out of this tender shall be subject to the Jurisdiction of **The Courts in Silvassa.**
- 1.4.8 **Rejection/Acceptance of tender:** -Balmer Lawrie & Co. Ltd. reserves the right to reject/accept all or any part thereof any tender(s) without assigning any reason whatsoever.
- 1.4.9 **Submission of Sealed offer:** Tenders should be submitted in **sealed envelope** superscripting above mentioned **subject, Tender Enquiry No, Tender date & Tender due date** along with following enclosures in a single envelope:
- 1.5.0 Covering Letter on your company's letter Head
- 1.5.1 Annexure-A (General terms & Condition) of this tender duly accepted, stamped & signed.
- 1.5.2 Annexure-B (Price Schedule) filled with offered rate & other data, duly stamped & signed.
- 1.5.3 **Forwarding of Offer:** Tender may be forwarded by Registered Post/courier or deposited in the **Tender Box** (kept at the entrance 1st floor of administrative building) at **Balmer Lawrie & Co. Ltd., Survey no -201/1 Sayli-Rakholi Road , Silvassa-396230 phone no-02603260332.** The BL will not be responsible for any postal delay in receiving the offers at our end.
- 1.5.4 **Statutory rules and regulations:** Please note that this is a contract for work and accordingly all liability pertaining to this contract including those of the people engaged by the contractor solely rests upon the contractor. The contractor should also indemnify the Company against any deviation from the statutory rules and regulations to be observed by the contractor in respect of their people.
ESIC, EPF, Minimum Wages and all other statutory liabilities shall be borne by the contractor. The contractor shall also abide by and comply with the provisions of the Child Labour (Prohibition and Regulation) Act 1986, Payment of Wages Act 1936, Minimum Wages Act 1948, Workmen's Compensation Act 1923 or the modifications thereof or any other laws relating thereto and the rules made there-under from time to time. The contractor is fully responsible to observe the above laws as amended from time to time in regard to his employees and compensation and other benefits/ risks in relation to employees to be engaged by him.

2.1.0 Undertakings & Obligations (Scope of Works) of Vendor:

- 2.1.1 Keeping & maintaining one set of welding machine, Gas cutter set, Grinding machine and tools-tackles including consumables and safety items at site on returnable challan(s).
- 2.1.2 Carrying out all the jobs as described in the price schedule, with **man, machine** (welding m/c, gas cutter set, grinding m/c etc.) and its consumable (electrode, industrial gas), tools-tackles, etc. **(The material like pipe, pipe fittings, structural, fasteners, valves etc will be free issued by BL).**
- 2.1.3 The contractor shall deploy the competent persons capable for attending the all the activities of the tender.
- 2.1.4 It is presumed that all the jobs cropped up during the contract period as a routine maintenance as well as preventive maintenance or of special requirement jobs the contractor shall abide to execute jobs. In case contractor fails to complete the jobs as the schedule or shown reluctance in attending routine / special nature of maintenance jobs the same shall be got attended at the risk and cost of the contractor as per the requirement.

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- 2.1.5 **Free Issued Materials:** Pipe, pipe fittings, valve, structural etc required for to complete the complain/job as stated in price schedule.
- 2.1.6 **Testing & Certification:** by BL representative.
- 2.1.7 **Power supply:** BLCL shall provide free power at one point of required capacity within battery limits (within 50 mtr from site). Contractor may use their own an extension cable & distribution board of suitable specification & controls at his own cost with prior permission of BL.
- 2.1.8 **Water supply:** BL shall provide free one connection within battery limits. Contractor may take an extension at his own cost with prior permission of BL.
- 2.1.9 **Storage:** BL shall provide space for storage of materials/equipment, raw material etc. The vendor at his own cost shall arrange temporary partition doors/lock etc if required.
- 2.2.0 **Security:** No special security other than normal plant security shall be provided.
- 2.2.1 **Record keeping of Job done:** The record register will have to be maintained by the Contractor and all complaints & job attended shall be recorded with job description, start date, joint measurement, completion date etc duly signed by BL representative against each job. **The contractor shall maintain sufficient team of Plumbers, Carpenters, Electricians, Masons, Helpers, fitter, welder etc to ensure timely completion of work.**
- 2.2.2 **Work permit:** It will be the responsibility of contractor or his representative to get following work permit from BL prior to commencements of job -
- Hot work permit** : For any welding and Gas cutting works inside the BL premises
- Work at Height permit** : If any job to be done above 1.8 meters height
- Work at confined Space** : If have to work inside the Kettles & Storage tanks.
- 2.2.3 **The replacement of any unserviceable old/ damaged fittings/ materials:** It shall be done only after the instruction received from BL Maintenance Head or his representative. The unserviceable old/ damaged fittings/ materials shall be shifted to scrap yard, Garbage yard or to other location as per instruction of BL representative.
- 2.2.4 **Security & safety of Contractor's persons:** Contractor will have to make all necessary arrangements for security & safety of his persons and material at work place like providing safety belts, shoes, helmets, proper illumination of work place and necessary security arrangements, etc.
- 2.2.5 **Site safety:** During the execution of work/ attending the complaints at site it will be the responsibility of the contractor to arrange and provide necessary barricading/ color tapes/ caution boards for smooth execution of the same.
- 2.2.6 **Site cleaning after work:** The job site should be cleaned & maintained properly on completion of job. The contractor shall be responsible for removing all the unwanted material/debris/scarp regularly from the site on his risk and cost otherwise Rs. 250/- per complaint shall be recovered from the bills.
- 2.2.7 **Contractor personnel at site:** A list of persons to be deployed by Contractor for the subject work mentioning there name, father's name, age, residential address shall be submitted to us. In case of any revision, the same shall be informed.

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- 2.2.8 The Contractor shall be directly responsible for any/all disputes arising between him and his personnel and keep indemnified against all losses, damage and claims arising thereof.
- 2.2.9 Within the BL's premises, the contractor or Contractor's personnel shall not do any private work other than their normal duties.
- 2.3.0 Contractor shall be fully responsible for theft, burglary, fire or any mischievous deeds by his staff and any loss to BL shall be recovered from the bill(s) of the Contractor.
- 2.3.1 Contractor shall provide all necessary tools and tackles, equipments, safety belt, wheel burrow, scaffolding, ladders, safety equipment etc. required to carry out job at his cost.
- 2.3.2 BL reserves the right to ask the Contractor to remove particular person(s) from site with immediate effect if his behavior/performance is not up to the mark and/or found indulging in unlawful activities; Contractor shall immediately comply with such instructions.
- 2.3.3 The tenderer shall indemnify BL under Workmen's Compensation Act, Fatal Accident Act, Personal Injuries Act, Insurance Act etc. and or their Industrial Legislation in force from time to time. The contractor / tenderer shall indemnify BL for comply the labour laws.
- 2.3.4 In the event of any accident occurring during the course of work, which may result in any injury to a person, the responsibility of their medical treatment will fully rest with the tenderer/contractor and expenditure incurred thereon will be borne entirely by the tenderer/contractor. BL shall be totally Indemnified of any liability whatsoever.
- 2.3.5 **Compliance with labour/industrial laws:** The contractor is responsible for compliance of the points given below under this contract:
- 2.3.6 The contractor shall be responsible for required contributions towards P.F, ESI or any other statutory payments to be made in respect of the contract and the personnel employed for rendering service to BL and shall deposit these amounts on or before the prescribed dates. The contractor shall submit the proof of depositing the employee's and employer's contributions. The contractor shall also be responsible to pay any administrative/ inspection charges thereof, wherever applicable, in respect of the personnel employed by him for the work of BL.
- 2.3.7 The contractor shall be solely responsible for the payment of wages and other dues to the personnel deployed by him latest by **7th day of the subsequent month**. The contractor shall be directly responsible and indemnify the company against all charges, dues, claims, etc, arising out of the disputes relating to the dues and employment of personnel deployed by him.

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- 2.3.8 **Work Experience:** The bidder should have executed at least single work order valuing not less than Rs. 100000 for similar nature of jobs in Govt. Dep't./PSUs/Reputed Pvt. Companies in proceeding Three years.

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Price Schedule

Annexure-B

M/s..... Offer No Date.....					
Rate Contract for welding and miscellaneous maintenance of pipe line, Kettles and allied work at site					
SL No.	Description of job	*Qty.LS	Unit	Unit Rate	Amount
1.00	Pipe & pipe fittings Installation & laying: Fabrication, Fitting & laying of pipe & pipe fittings(Flang, ellbow, Tee, reducing socket, straight connector, nut, bolt, bellow, niple etc.) with suitable support where ever applicable as per following schedule. All pipe, pipe fittings & support material will be free issued.				
1.01	1/2" 'B/C' class MS pipe	30	Mtr		
1.02	3/4" 'B/C' class MS pipe	30	Mtr		
1.03	1" 'B/C' class MS pipe	18	Mtr		
1.04	1 1/2" 'B/C' class MS pipe	18	Mtr		
1.05	2" 'B/C' class MS pipe	30	Mtr		
1.06	3" 'B/C' class MS pipe	54	Mtr		
1.07	4" 'B/C' class MS pipe	30	Mtr		
1.08	1/2" GI pipe	30	Mtr		
1.09	1" GI pipe	30	Mtr		
1.10	2" GI pipe	18	Mtr		
1.11	1/2" Flange type Valve	8	Nos.		
1.12	3/4" Flange type Valve	8	Nos.		
1.13	1" Flange type Valve	8	Nos.		
1.14	1 1/2" Flange type Valve	8	Nos.		
1.15	2" Flange type Valve	8	Nos.		
1.16	3" Flange type Valve	10	Nos.		
1.17	4" Flange type Valve	10	Nos.		
1.18	6" Flange type Valve	2	Nos.		
1.19	1/2 MS nozzel/socket welding	4	Nos.		
1.20	1" MS nozzel/socket welding	4	Nos.		
1.21	3/4" MS nozzel/socket welding	4	Nos.		
2.00	Fabrication of base frame pump motor set. Fitting the free issued pump, motor, Pulley/coupling/Sprockets, belts/chain on the base to complete the set. It consists of fabrication of motor rain guard with free issued materials. It also includes Installation & fittings of pump set & rain guard on the foundation.	2	Set		

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Price Schedule

Tender No. GLS/TE7/080 Dated 29/08/17 Due On 11/09/17

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M/s..... Offer No Date.....

Rate Contract for welding and miscellaneous maintenance of pipe line, Kettles and allied work at site

SL No.	Description of job	*Qty.LS	Unit	Unit Rate	Amount
	Pipe & pipe-fittings Installation & laying: Fabrication, Fitting & laying of pipe & pipe fittings(Flang, ellbow, Tee, reducing socket, straight connector, nut, bolt, bellow, niple etc.) with suitable support where ever applicable as per following schedule. All pipe, pipe fittings & support material will be free issued.				
1.00	1/2" 'B/C' class MS pipe	30	Mtr		
2.00	3/4" 'B/C' class MS pipe	30	Mtr		
3.00	1" 'B/C' class MS pipe	18	Mtr		
4.00	1 1/2" 'B/C' class MS pipe	18	Mtr		
5.00	2" 'B/C' class MS pipe	30	Mtr		
6.00	3" 'B/C' class MS pipe	54	Mtr		
7.00	4" 'B/C' class MS pipe	30	Mtr		
8.00	1/2" GI pipe	30	Mtr		
9.00	1" GI pipe	30	Mtr		
10.00	2" GI pipe	18	Mtr		
11.00	1/2" Flange type Valve	8	Nos.		
12.00	3/4" Flange type Valve	8	Nos.		
13.00	1" Flange type Valve	8	Nos.		
14.00	1 1/2" Flange type Valve	8	Nos.		
15.00	2" Flange type Valve	8	Nos.		
16.00	3" Flange type Valve	10	Nos.		
17.00	4" Flange type Valve	10	Nos.		
18.00	6" Flange type Valve	2	Nos.		
19.00	1/2 MS nozzel/socket welding	4	Nos.		
20.00	1" MS nozzel/socket welding	4	Nos.		
21.00	3/4" MS nozzel/socket welding	4	Nos.		
22.00	Fabrication of base frame pump motor set. Fitting the free issued pump, motor, Pulley/coupling/Sprockets, belts/chain on the base to complete the set. It consists of fabrication of motor rain guard with free issued materials. It also includes Installation & fittings of pump set & rain guard on the foundation.	1	Set		

Continued
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Price Schedule

Tender No. GLS/TE7/080 Dated 29/08/17 Due On 11/09/17

M/s..... Offer No Date.....					
Rate Contract for welding and miscellaneous maintenance of pipe line, Kettles and allied work at site					
SL No.	Description of job	*Qty.LS	Unit	Unit Rate	Amount
	Dismantling, shifting & reinstallation of Following: from its foundation, base, pipeline, pit etc. with its pipe connection and shifting the same within the plant premises (within 50 meters)				
1.00	Oil/Grease transfer Pump	3	Nos.		
2.00	Fabrication and erection of platform structure, support, ladder with free issued Beam, Channel, angle, Flat, Plate, strip, pipe, plate, sheet metal etc.	1200	Kg		
3.00	Light installation at hight(from 2m to 10m) with required welding /cutting job.	8	Nos.		
4.00	Exhaust fan installation at hight with required shade modification & base frame fabrication.	2	Nos.		
5.00	Lift maintenance/ gate repairing with free issued steel material.	2	Nos.		
6.00	1 bolt fixing for manhole cover	10	Nos.		
7.00	Belt guard/ table,	5	Nos.		
	Replacement of free issued machined coupling between intermediate shaft & agitator shaft (Inside kettle) of any kettle including disconnection of gear box, roughly kettle cleaning, motor, & old coupling removing etc. complete.				
1.00	Grease Process Kettle	1	LS		
2.00	Bitumen Blending kettle	1	Nos.		
	Repair of agitator after opening all of its fastner, fitting, coupling, pulley, belts, safety guards motor, gearbox, roughly kettle cleaning etc. (where-ever applicable) of the following kettles				
1.00	Grease Cooling Kettle	1	LS		
2.00	Bitumen Blending kettle	1	LS		
3.00	Fume extractor Duct (End to end) cleaning work	1	LS		
4.00	factory shade/ velly gutter repairing/ old damage sheet replacement with free issued material.	20	Nos.		
a.	Sub Total Amount of All Jobs[excluding tax]				
b.	GST @				
c.	Grand Total				