



बामर लॉरी एण्ड कं. लिमिटेड  
(भारत सरकार का एक प्रविष्टान)  
**Balmer Lawrie & Co. Ltd.**  
(A Government of India Enterprise)  
www.balmerlawrie.com

**SBU: Greases & Lubricants**

**P-43, Hide Road Extension, Kolkata-700 088.**

**Phone- (033) 2450 5405, Fax- (033) 2439 2277, E-mail: [tiwari.abhishek@balmerlawrie.com](mailto:tiwari.abhishek@balmerlawrie.com)**

**LIMITED TENDER ENQUIRY**

**Tender No.** : GLK/TE17/185

**Date** : 07.10.2017

**Due date** : 25.10.2017

**Time** : 17:30 hrs IST

**Sub:** Supply & onsite installation of Glow Sign Board [GSB] with Seamless Flex [SF] with LED back lit for Balmer Lawrie & Co. Ltd. (BL) Authorised Distributors.

**Online** competitive bids are invited from BL registered Vendors for SF LED Back Lit Signage's for Balmer Lawrie (BL) Authorised Distributor as per the

01. **Specification A-1,**
  02. **Detail of Locations A-2 ,**
  03. **General terms & conditions A-3,**
  04. **Price Bid Format A-4**
  05. **Conditions for Online Bid Submission Annexure: A5**
  06. **Tentative Creative & Color Code A-6**
- attached respectively.

You are requested to submit your competitive offer complete in all respect furnishing above details to us on or before the due date and time.

Thanking you,

Yours faithfully,  
For Balmer Lawrie & Co. Ltd.

(Abhishek Tiwari )  
Sr. Manager (Brand)

Encl.: As above

**Note:**

- Bidders in their own interest are requested to submit their bids online well in advance of tender closing date to avoid the last minute difficulties.
- **Price Bids received via mail/Fax/hard copy will be summarily rejected**



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### **Annexure - Specifications A-1**

**BIDDERS ARE ADVISED TO STRICTLY CONFIRM COMPLIANCE TO ALL TENDER CONDITIONS WITHOUT ANY DEVIATION / CONDITIONS IN THEIR OFFER. SUBSEQUENT TO BID SUBMISSION, BALMER LAWRIE MAY NOT SEEK CONFIRMATIONS / CLARIFICATIONS AND ANY /ALL BID(S) NOT IN LINE WITH TENDER CONDITIONS WILL BE LIABLE FOR REJECTION.**

**Job Name: SF LED Back Lit Signage's for Balmer Lawrie (BL) Authorised Distributor.**

**A. Detailed Scope of Work:**

1. Recce taking measurement for the branding at the various BL Distributor's (Automotive & Industrial) as per attached Annexure – A2. Detailed address and contact details will be shared after finalization of the order.
2. Communication of the sizes to BL for approval. (Before Fabrication /installation approval to be taken from Brand Team for Design/Size.
3. Fabrication of the above mentioned branding material as per the customised size and name. (Local Language- wherever applicable)
4. Transportation to the location of installation at BL Distributor Point.
5. Installation at site
6. Providing photograph as a proof of installation.

**B. Timely Execution is the essence of this contract and you will make every effort to ensure that the same is adhered to. The total work should be executed at respective locations within **90 days** from the date of Purchase Order.**

**C. Technical Specifications: Back Lit Signage's for BL Authorised Distributor**

1. Dismantling the existing old Signage, if any, structure from the existing position of the BL distributor by cutting rusty bolts nuts etc. Complete Fabrication, Mounting and Installation of one SF GSB LED Backlit signage.
2. SF LED Backlit signage :
  - a. Size: - Customised as per the location (Average 24 square feet per location in no case vendor can exceed the regional budget allocated)
  - b. Quantity = 181 nos as per the List Annexure A2
  - c. Artwork as per the CD and approval of size / layout / design etc. to be taken from Sr. Manager (Brand).
3. **Standards:** The work has to be carried out in neat and tidy manner to the satisfaction of the Company's Inspection team and all care has to be taken to ensure that no part of the Distributor building gets damaged during execution of works.
4. **Materials:** used for carrying out the work shall be of Standard quality. The LED Sign Board shall automatically be under AMC initially for a period of one year.
5. **Fabrication:** The structure shall be fabricated such that geometry of the enclosure and the aesthetic looks are best addressed.



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6. **Visual Inspection:** The unit can be checked visually for Dimensional check, general workmanship, component used by BL's Inspection team. Any objection raised by BL inspection team against quality of material or workmanship shall be satisfactorily corrected by the supplier at his expenses including replacement as may be required within shortest possible time within 30 days. Items damaged during transit shall also be rectified or replaced by the supplier within shortest possible time.

**Rejection of the material:** Any portion of the material found defective/non adhering to Brand manual /tender specifications will be rejected, the supplier shall collect the same at his cost, all incidental charges being to be borne by supplier.

7. **INFRINGEMENT OF PATENT RIGHTS:** Balmer Lawrie shall not be responsible for infringement of patent rights arising due to similarity in design, manufacturing process, components used in design, development and manufacturing equipment and any other factor, which may cause such dispute. The responsibility to settle any issue lies with the vendor.

Fixture Name: GSB WITH SEAMLESS FLEX			
S. No.	Description	Specification	Item
1	<b>VINYL &amp; FLEX</b>		
1.01	Seamless Backlit Flex with 90 gsm star make gloss lamination, printing on UV ink on Jet I, HP Latex, or equivalent	Star	As per Creative
2	<b>FRAMEWORK</b>		
2.01	MS Hollow Tube 25mm X 25mm X 1.6 mm Thick	Jindal/Bhushan/SAIL or equivalent	Framework ( Vertical Member )
2.02	MS Hollow Tube 25mm X 25mm X 1.6 mm Thk	Jindal/Bhushan/SAIL or equivalent	Framework ( Horizontal Member )
2.03	MS Hollow Tube 25mm X 25mm X 1.6 mm Thk	Jindal/Bhushan/SAIL or equivalent	Framework ( Horizontal Member )
2.04	Red Oxide on 25X25mm MS Hollow tube		On MS Frame
2.05	1.6 mm thk MS Cleat		
2.06	Red Oxide on MS Cleat		on MS Cleat
2.07	0.8 mm GI Sheet (Precoated white)		On Back Side
2.08	0.8 mm GI Sheet (Precoated white)		On Top
2.09	0.8 mm GI Sheet (Precoated white)		On Side
3	<b>LED MODULES</b>		
3.01	LED MODULE- of (10000K) OF 1.5W/ MODULE	SAMSUNG/ONIX/STAR or equivalent	LED MODULE
3.02	2.5 SQ. MM. 3 CORE ELECTRICAL FR WIRE	ISI Marked	
5	<b>Power Supply</b>		
5.01	60W POWER SUPPLY - IP 67/ 68 GRADE WITH ISI MARK/ CE/ -->FOR LED LIGHTING WITH BIS, GOVT. OF INDIA APPROVED WITH OVERVOLTAGE AND SHORT CIRCUIT PROTECTION WITH 1 YEARS WARRANTY	IP 67/ 68 GRADE WITH ISI MARK/ CE/ -->FOR LED LIGHTING WITH BIS, GOVT. OF INDIA APPROVED	FOR LED MODULES

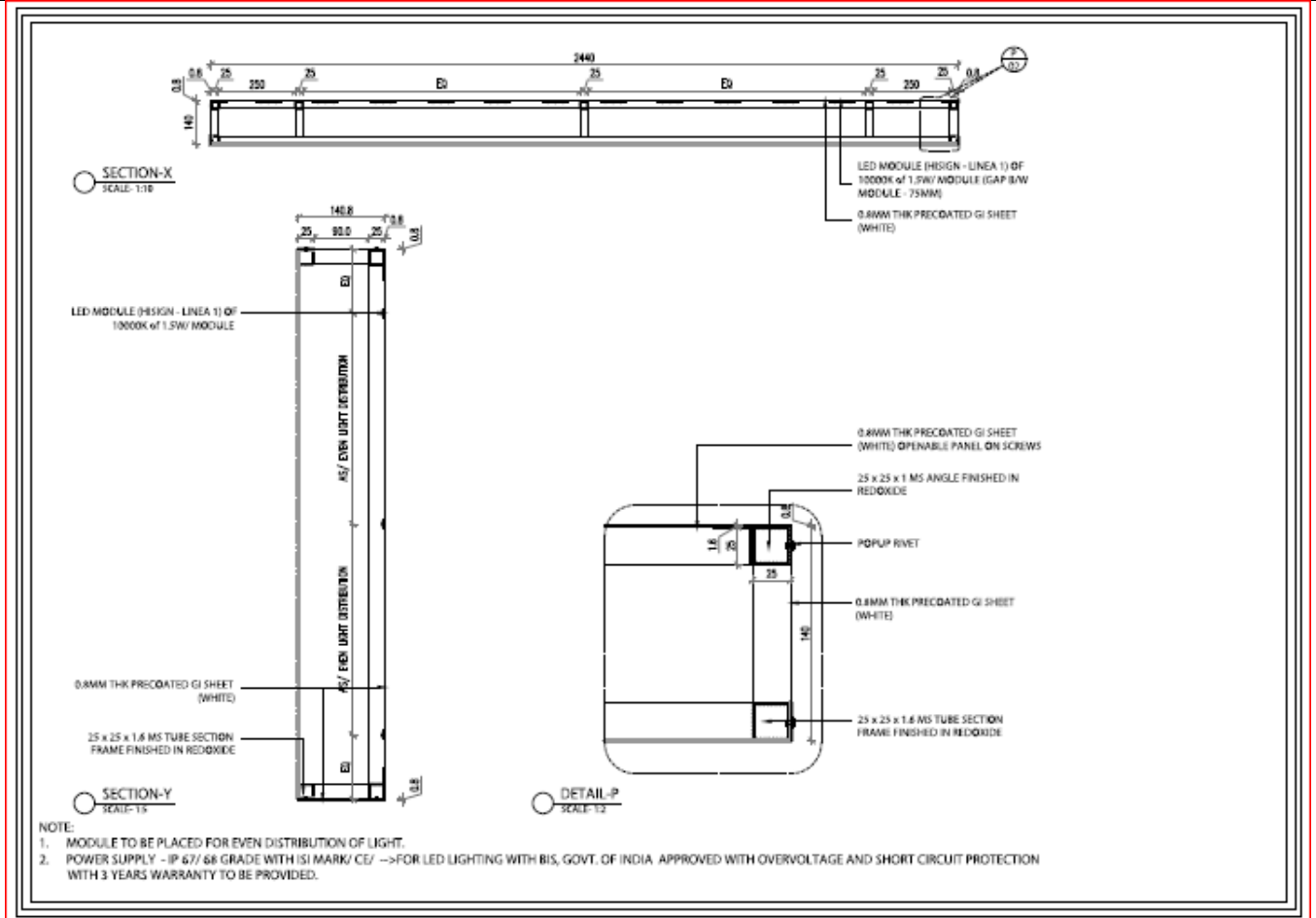


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## 8. Important NOTE:

- (i) Vendors are advised to take up work only if they are confident of executing the Work within the time and price quoted.
- (ii) Your offered price should cover **all cost to be incurred by you, including in-process wastages** for work execution as per the above mentioned requirement. Balmer Lawrie & Co. Ltd. **will not be liable for payment** towards any extra cost for Reccee/travel/Transportation/Lodging etc. Statutory Taxes/Levies which should be payable extra.
- (iii) Bidder may quote for one or more regions as indicated in the enquiry as per their capability and infrastructure available. The Company reserves the right to reduce the number of locations to be branded depending on cost implications and availability of locations to be branded. However the total number of outlets per region will remain same.
- (iv) Our Local sales representatives will help the vendor to organize the Reccee of the distributor point at local field level.
- (v) Your price should be valid till the completion of the GSB branding project under the provision of the tender.
- (vi) Satisfactory completion of work under the tender to be certified by Local BL Distributor/Local BL Representative.



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**Annexure- A2 - Detail of Locations**

Region	Automotive	Industrial	Grand Total
Delhi NCR	2	2	4
HARYANA	4	1	5
PUNJAB	2	3	5
RAJASTHAN	11	5	16
UT of Punjab & Haryana	0	1	1
UTTAR PRADESH	19	3	22
UTTARAKHAND	1	1	2
<b>G&amp;L North- Total</b>	<b>39</b>	<b>16</b>	<b>55</b>
Andaman and Nicobar Islands	1		1
ANDHRA PRADESH	5	1	6
KARNATAKA	5	6	11
KERALA		1	1
Puducherry	1	1	2
TAMIL NADU	10	5	15
TELANGANA	1	4	5
<b>G&amp;L South -Total</b>	<b>23</b>	<b>18</b>	<b>41</b>
<b>Grand Total</b>	<b>62</b>	<b>34</b>	<b>96</b>

S.No	Region	Type	State	City
1	G&L North	Automotive	Delhi NCR	DELHI
2	G&L North	Automotive	Delhi NCR	DELHI
3	G&L North	Industrial	Delhi NCR	Delhi
4	G&L North	Industrial	Delhi NCR	NEW DELHI
5	G&L North	Automotive	HARYANA	FARIDABAD
6	G&L North	Industrial	HARYANA	FARIDABAD
7	G&L North	Automotive	HARYANA	GURGAON
8	G&L North	Automotive	HARYANA	HISSAR
9	G&L North	Automotive	HARYANA	KAITHAL
10	G&L North	Industrial	PUNJAB	Amritsar
11	G&L North	Automotive	PUNJAB	JALANDHAR



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12	G&L North	Industrial	PUNJAB	JALANDHAR
13	G&L North	Industrial	PUNJAB	Mandi Govindgarh
14	G&L North	Automotive	PUNJAB	PATIALA
15	G&L North	Automotive	RAJASTHAN	AJMER (RAHASTHAN)
16	G&L North	Automotive	RAJASTHAN	ALWAR
17	G&L North	Automotive	RAJASTHAN	BEAWAR
18	G&L North	Automotive	RAJASTHAN	BHILWARA
19	G&L North	Industrial	RAJASTHAN	BHILWARA
20	G&L North	Industrial	RAJASTHAN	Bhiwadi
21	G&L North	Automotive	RAJASTHAN	DHOLPUR
22	G&L North	Automotive	RAJASTHAN	JAIPUR
23	G&L North	Industrial	RAJASTHAN	JAIPUR
24	G&L North	Automotive	RAJASTHAN	JODHPUR
25	G&L North	Industrial	RAJASTHAN	JODHPUR
26	G&L North	Automotive	RAJASTHAN	KOTA
27	G&L North	Automotive	RAJASTHAN	RAISINGHNAGAR
28	G&L North	Automotive	RAJASTHAN	SIKAR
29	G&L North	Automotive	RAJASTHAN	UDAIPUR
30	G&L North	Industrial	RAJASTHAN	UDAIPUR
31	G&L North	Industrial	UT of Punjab & Haryana	Chandigarh
32	G&L North	Automotive	UTTAR PRADESH	AGRA
33	G&L North	Industrial	UTTAR PRADESH	AGRA



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34	G&L North	Automotive	UTTAR PRADESH	BHADOHI
35	G&L North	Automotive	UTTAR PRADESH	GHAZIABAD
36	G&L North	Industrial	UTTAR PRADESH	Gorakhpur
37	G&L North	Automotive	UTTAR PRADESH	HAPUR
38	G&L North	Automotive	UTTAR PRADESH	JALAPUR
39	G&L North	Automotive	UTTAR PRADESH	JEVAR
40	G&L North	Automotive	UTTAR PRADESH	JHANSI
41	G&L North	Automotive	UTTAR PRADESH	JHANSI
42	G&L North	Automotive	UTTAR PRADESH	JHANSI
43	G&L North	Industrial	UTTAR PRADESH	Kanpur
44	G&L North	Automotive	UTTAR PRADESH	MIRJAPUR
45	G&L North	Automotive	UTTAR PRADESH	MUZZAFARNAGAR
46	G&L North	Automotive	UTTAR PRADESH	NOIDA
47	G&L North	Automotive	UTTAR PRADESH	RAIBARELI
48	G&L North	Automotive	UTTAR PRADESH	ROBERTSGUNJ
49	G&L North	Automotive	UTTAR PRADESH	SANT KABIR NAGAR
50	G&L North	Automotive	UTTAR PRADESH	SONEBHADRA
51	G&L North	Automotive	UTTAR PRADESH	SONEBHADRA
52	G&L North	Automotive	UTTAR PRADESH	VARANASI
53	G&L North	Automotive	UTTAR PRADESH	VARANASI
54	G&L North	Industrial	UTTARAKHAND	Haridwar
55	G&L North	Automotive	UTTARAKHAND	RISHIKESH



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56	G&L South	Automotive	Andaman and Nicobar Islands	ANDAMAN
57	G&L South	Automotive	ANDHRA PRADESH	GUNTUR
58	G&L South	Automotive	ANDHRA PRADESH	KURNOOL
59	G&L South	Automotive	ANDHRA PRADESH	VIJAYAWADA
60	G&L South	Automotive	ANDHRA PRADESH	VIJAYAWADA
61	G&L South	Automotive	ANDHRA PRADESH	VISAKHAPATANAM
62	G&L South	Industrial	ANDHRA PRADESH	VISAKHAPATANAM
63	G&L South	Automotive	KARNATAKA	BANGALORE
64	G&L South	Industrial	KARNATAKA	BANGALORE
65	G&L South	Industrial	KARNATAKA	BELAGAVI
66	G&L South	Automotive	KARNATAKA	BELGAUM
67	G&L South	Automotive	KARNATAKA	BELLARY
68	G&L South	Industrial	KARNATAKA	BELLARY
69	G&L South	Automotive	KARNATAKA	GULBARGA
70	G&L South	Industrial	KARNATAKA	HOSPET
71	G&L South	Automotive	KARNATAKA	MYSORE
72	G&L South	Industrial	KARNATAKA	MYSORE
73	G&L South	Industrial	KARNATAKA	MYSORE
74	G&L South	Industrial	KERALA	Cochin
75	G&L South	Automotive	Puducherry	Puducherry
76	G&L South	Industrial	Puducherry	Puducherry
77	G&L South	Automotive	TAMIL NADU	CHENNAI
78	G&L South	Automotive	TAMIL NADU	CHENNAI





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	South			
79	G&L South	Industrial	TAMIL NADU	CHENNAI
80	G&L South	Industrial	TAMIL NADU	CHENNAI
81	G&L South	Industrial	TAMIL NADU	Coimbatore
82	G&L South	Industrial	TAMIL NADU	Erode
83	G&L South	Automotive	TAMIL NADU	ERODE
84	G&L South	Automotive	TAMIL NADU	MADURAI
85	G&L South	Automotive	TAMIL NADU	NAGERCOIL
86	G&L South	Automotive	TAMIL NADU	NAMAKAL
87	G&L South	Automotive	TAMIL NADU	NAMAKAL
88	G&L South	Automotive	TAMIL NADU	RANIPET
89	G&L South	Automotive	TAMIL NADU	SALEM
90	G&L South	Industrial	TAMIL NADU	Thoothukudi
91	G&L South	Automotive	TAMIL NADU	TIRUNELVELI
92	G&L South	Automotive	TELANGANA	HYDERABAD
93	G&L South	Industrial	TELANGANA	HYDERABAD
94	G&L South	Industrial	TELANGANA	HYDERABAD
95	G&L South	Industrial	TELANGANA	Secunderabad
96	G&L South	Industrial	TELANGANA	Vijayawada



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## **Annexure A-3**

### **General Terms & Conditions**

- 1) Before filling up, the complete Tender Specification should be read properly. If the tenderer find any discrepancy, omission, ambiguity or conflict in or among the documents forwarded or be in doubt as to their meaning, specification and interpretations, such matter shall be brought to the attention of the company (Balmer Lawrie & Co. Ltd.), at least four days in advance, prior to the date of filling/submission of the Tender. For clarification required, if any, please contact

Shri. Abhishek Tiwari,  
Balmer Lawrie & Co. Ltd.  
P-43 Hide Road Extension, Kolkata-700088  
Tel. No. 033 2450 5405  
Fax No. 033 2439 2277  
E-Mail: [tiwari.abhishek@balmerlawrie.com](mailto:tiwari.abhishek@balmerlawrie.com)

### **2) Bid Qualifying Criteria:**

- Bidder should be a Registered Vendor with BL.
- Submit order copy of two (02) PO executed in last 3 years of similar type of Job work (LED backlit signage) with BL or any other company of average value not less than
  - Rs. 4 Lacs if bidding for one region.
  - Rs. 6 Lacs if bidding for two regions ,
- The bidder has to be a Goods and Services Tax Network registered service provider. Submit copy of valid GST registration certificate and indicate GSTN Number.

### **3) Financial Evaluation Process :**

- Purchase order will be based on L1 rate as per the specifications.
- L1 Bidder would be determined separately for each region considering total net outflow to the company.
- If two or more L1 rates are quoted than the only L1 bidders will be asked to resubmit their bids in sealed envelope and hard copy within 48 hours.

- 4) **EMD/SD:** --EMD of **Rs. 5,000.00** (Rupees. Five Thousand only) per Region subject to a maximum of Rs. 10,000/- only for bids covering both regions, is required to be submitted along with the tender by a single a/c payee pay order / demand draft on a schedule bank in favor of **Balmer Lawrie & Co. Ltd.**, payable at **Kolkata**. Tenders submitted without EMD shall be rejected. Interest-free EMD shall be returned to the unsuccessful bidders immediately on contract finalization. For the successful bidder, the EMD will be converted into Security Deposit (interest free) and released on satisfactory completion of project.

- 5) Tenderer (s) registered as MSME/SSI/NSIC are exempted from EMD but are required to provide valid proof



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(duly certified hard copy of details / information declared) of their status.

- 6) **Submission of Tender/Bid:** Bidders are requested to kindly visit our e-procurement website: <https://balmerlawrie.eproc.in> for the same. Bid shall also be uploaded in pdf format after filling in the appropriate data in hard copy duly signed & scanned.

Bidder may bid for all the regions or may bid for only one region/location.

Only EMD is to be submitted in hard copy along with PO copy & GSTN Certificate copy in a sealed envelope along with signed and seal tender enquiry hard copy as a acceptance of T&C on or before the due date superscripting the envelope with tender no. date & due date should reach at our works at Balmer Lawrie & Co. Ltd., P-43, Hide Road Extension, Kolkata-700088 within the due date and time to the attention of Shri Abhishek Tiwari.

- 7) **Payment terms:** BL does not pay any Advance Payment. 100% payment within 30 days of successful completion of installation process and submission of invoice with required documentary evidence and certification as per tender terms.

**Note:** Vendor can submit bills in lots of 20 (twenty) locations or more for satisfactory completion of the signage's.

- 8) Submission of tender will be the conclusive evidence as to the fact that the tenderer has fully satisfied themselves as to the technical specification, General terms & conditions and all other factors, affecting the performance of the contract and the cost thereof.

- 9) Please note that bid of any bidder may be rejected if a conflict of interest between the bidder and the Company is detected at any stage.

- 10) **Right of acceptance / Rejection:** BL reserves the right to accept/reject any or all offers without assigning any reasons, whatsoever. Telex/Telegraphic/Fax offers shall not be accepted. The company will not accept any responsibility for any delay in uploading of bids in e-procurement website.

- 11) **Delivery Time Schedule:** -The delivery should be made within 90 days from the date of issue of Purchase Order (PO) or LOI whichever is earlier at site execution and insure the work need to begin a parallel and simultaneously in all the four region. It is the duty of the short listed agency to provide efficient and educated manpower in the all the locations for the smooth execution without any delay.

- 12) **Quality & Quantity of the material:** Quality of the material supplied should be as per standard given in Annexure A. BL reserves the right to change the no. of locations at any point of time. The items should be free of material defect and should be in good condition during delivery. BL will not accept any poor quality or non adherence to specifications during delivery.

- i) Quality audit may be carried out by the BL through self or independent agency and it will be the vendor's responsibility to satisfy about the adherence to the specifications. The vendor shall arrange for inspection / checking of the specification / GSB Branding elements at their own cost. If any laboratory test is required that will also be arranged by the vendor at their expenses.



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**P-43, Hide Road Extension, Kolkata-700 088.**

**Phone- (033) 2450 5405, Fax- (033) 2439 2277, E-mail: [tiwari.abhishek@balmerlawrie.com](mailto:tiwari.abhishek@balmerlawrie.com)**

- ii) Whatsoever documents demanded by the auditor or BL to check the specifications shall be provided by the vendor. No extra payment shall be made on this account.

13) **Jurisdiction:** - All disputes are subject to Kolkata jurisdiction.

14) **Liquidated damages:** Time is an essence of the contract therefore the job, as ordered, should be completed on the dates mutually agreed upon in accordance with the delivery schedule. In cases of delay not attributable to Purchaser beyond the agreed schedule, the Vendor / Contractor shall be liable to pay liquidated damages, a sum representing 0.5% (Half per cent) per week or part thereof of the order value, subject to maximum of 5% of the order value for the undelivered portion.

15) **Delivery Location, working days & hours:** - The delivery on site as per given locations in Annexure A-2

16) **Factory Rules:** - Supplier personnel have to abide by the Balmer Lawrie & Company, Greases and Lubricants, Kolkata factory rules and regulations.

17) **Offers & Enclosures:** The offers submitted by the all the tenderers will be non-returnable and shall be the property of BL even in the case of unsuccessful bidders. However BL shall maintain the confidentiality for the submitted documents. In case of bulky documents, which cannot be accommodated in the tender box, the undersigned may be contacted. The bids may also be sent by Speed Post / Courier Service well in advance so as should reach the undersigned at least one day before the tender closing date. Timely submission of the Bids is responsibility of the bidders and no reasons / excuses in this regard will be entertained by BL.

**18) Taxes & Duties:**

- Bidders must indicate the nature of taxes & duties applicable for the supply and quote the amounts of Taxes and Duties as applicable separately.
- Wherever all inclusive prices are quoted by the bidders without bifurcation of tax elements, the bid will get rejected.
- Successful bidders / Suppliers will not be entitled to any increase in rate of taxes occurring during the period of extended delivery completion schedule if there is delay in supplies / completion attributed to him. However if there is a decrease in taxes, the same must be passed on to BL.

**19) GST Compliance:**

In accordance to Government of India (GOI) guidelines towards implementation of GST w.e.f 01.07.2017, bidders are informed that all deliveries post 30.06.2017 shall strictly comply to the provisions /requirement /timelines promulgated by the GOI towards GST Act. The provisional GST numbers issued by GOI is mandatorily required for all the participating bidders and same be indicated in their respective offer. Bidders also shall mention the Harmonized System of Nomenclature (HSN) / Services Accounting Code (SAC) numbers for the quoted items/services in their techno-commercial offer, invoice & tax documents. BL provisional GST ID is

SRL NO	STATE	DEPOT	ARN	PROVISIONAL ID
1	WEST BENGAL	KOLKATA	AA1901170019178	19AABCB0984E1ZS

and bidders shall mention the same while invoicing and avoid any data entry errors on GST portal. Bidders shall be responsible for the financial and non-financial consequences in case of non-compliance



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of GST provisions / requirements / timelines on their part. BL shall pay the applicable GST taxes to the successful bidders at actual & suppliers shall pass on the reduction in prices to BL on account of change in the tax structure.

- 20) Validity period of the offer:** The period of validity of the quotations should not be less than 60 days from the due date of the tender.
- 21) LIMITATION OF LIABILITY:** Notwithstanding anything contrary contained herein, the aggregate total liability of Seller under the agreement or otherwise shall be limited to 100% of order Price. However, neither party shall be liable to the other for any indirect and consequential damages, loss of profits or loss of production.
- 22) Force Majeure:** Shall mean and be limited to the following –  
War / Hostilities (b)Riot or Civil Commotion (c) Earthquake, flood, tempest, lightning or other natural disasters (d) Restrictions imposed by the Government or other statutory bodies which prevents or delays the execution of the Contract by the Seller . The Seller shall advise Purchaser/Consultant by a registered letter duly certified by the local Chamber of Commerce or statutory authorities, the beginning and end of the above causes of delay within seven (7) days of the occurrence and cessation of such Force Majeure conditions, In the event of delay lasting over one month, if arising out of causes of Force Majeure, Purchaser reserves the right to cancel the Contract and the provisions governing termination stated under Article 28 above shall apply .For delays arising out of Force Majeure, the Seller shall not claim extension in completion date for a period exceeding the period of delay attributable to the causes of Force Majeure and neither Purchaser nor Seller shall be liable to pay extra costs provided it is mutually established that Force Majeure conditions did actually exist. Seller shall categorically specify the extent of Force Majeure conditions prevalent in their works at the time of submitting their bid and whether the same have been taken into consideration or not in their quotations. In the event of any Force Majeure conditions, the Seller or the Purchaser shall not be liable for delays in performing their obligations under this order and the delivery dates will be extended to the Seller without being subject to price reduction for delayed deliveries, as stated elsewhere.
- 23) RESOLUTION OF DISPUTES / ARBITRATION:** All disputes or difference whatsoever that shall at any time arise between the parties relating to execution of this Contract/Purchase order shall be referred to the Sole Arbitrator appointed by the Chairman and Managing Director of BL, Kolkata whose award shall be final & binding on both the parties. The contract shall deem to have been entered at BL, and all suits in respect of this contract shall be under the jurisdiction of the court in Kolkata.
- 24) Tender for registered approved vendors only:** The Responses/offer from registered/approved vendors alone will be accepted and that other interested vendors have to register with the unit (Greases & Lubricants, Kolkata) and subject to such registration being confirmed, they would be considered for the subsequent Tenders.
-



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**Annexure- A-4**

**Price Bid Format**

Sl No.	Item Description	Balmerol Back Lit Signage's for Balmer Lawrie (BL) Authorised Distributor of BL-North	Balmerol Back Lit Signage's for Balmer Lawrie (BL) Authorised Distributor of BL-South	Remarks
1	Maximum Quantity (Sq.ft.) per region	1320	984	± 20% each region
2	Per Sq.ft. rate (₹) (inclusive of Reccee/printing/Mounting and onsite installation etc)			
3	GST (₹)			Write % of IGST /CGST along with HSN/SAC code
4	Total Price (₹)			

**I / we have understood all the terms & conditions and have made myself / our self fully acquainted with the locations / sites of the branches & working conditions. The said terms & Conditions are acceptable to us.**

**Date**

**Name of Signatory**

**Place**

**Seal**



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### **Annexure: A-5**

### **Conditions for Online Bid Submission**

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

The bidder shall submit his response through bid submission to the tender on e-Procurement platform at <https://balmerlawrie.eproc.in> by following the procedure given below. The bidder would be required to register on the e-procurement market place at <https://balmerlawrie.eproc.in> and submit their bids online. No offline bids shall be entertained by the Tender Inviting Authority. The bidders shall submit their eligibility and qualification documents, Technical bid, Financial bid etc., in the standard formats prescribed in the Tender documents, displayed in e-Procurement web site. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., if required, in support of their eligibility criteria/technical bids in the e-Procurement web site. However, bulky documents need not be scanned and uploaded but physical copy of the same should be sent to the Tender Inviting Authority office before the tender opening date. The bidder shall sign on the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.

#### **2. Registration with e-Procurement 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>

#### **3. Digital Certificate authentication:**

The bidder 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 bidder will not be accepted on the e-Procurement platform. All the bidders who do not have Digital Certificates need to obtain Digital Certificate. They may contact Help Desk of C1 India Pvt Ltd.

M/s C1 India Pvt Ltd.  
C104, Sector 2 Noida-201301

Contact persons:

**Tuhin Ghosh (Kolkata), +91 8981165071**  
**Email: [tuhin.ghosh@c1india.com](mailto:tuhin.ghosh@c1india.com)**

**Mr. Tirtha Das, +919163254290**  
**Email-id: [tirtha.das@c1india.com](mailto:tirtha.das@c1india.com)**

#### **4. Submission of Hard copies:**

After submission of bid online, the bidders are requested to submit the demand drafts /Bank Guarantee towards tender fees and / EMD along with other documents as required, to the Tender Inviting Authority before opening of bid. The bidder shall furnish the original DD / Bank Guarantee and other documents either in person or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of bidder. 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 /





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fabricated, the bidder is liable for black listing, forfeiture of the EMD, cancellation of work and criminal prosecution.

The bidder is requested to get a confirmed acknowledgement from the Tender Inviting Authority as proof of submission of hardcopies.

**5. 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 the E-Procurement platform. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

**6. 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.

**7. Disclaimer Clause:**

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.





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### Annexure A-6

### Tentative Creative & Color Code & Locations

#### BL Industrial Distributor

**Balmerol**  
LUBRICANTS

**DISTRIBUTOR NAME**

**AUTHORISED INDUSTRIAL DISTRIBUTOR OF** **Balmer Lawrie & Co. Ltd.**  
(A Government of India Enterprise)

#### BL Automotive Distributor

**Balmerol**  
LUBRICANTS

**DISTRIBUTOR NAME**

**AUTHORISED AUTOMOTIVE RETAIL DISTRIBUTOR OF** **Balmer Lawrie & Co. Ltd.**  
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BALMEROL RED



C-0, M-100, Y-100, K-0

BALMEROL GREEN



C-100, M-0, Y-100, K-30