



## **Balmer Lawrie & Co. Ltd.**

CONTAINER FREIGHT STATION  
*[P-3/1 Transport Depot Road, Kolkata-700088*  
*Phone No 24506811/816, Fax No. 2449 8355*  
*E-mail: sett.a@balmerlawrie.com]*  
CIN-LI5492WB1924GOI004835

TENDER NO: BL/CFS-KOL/Tender-Misc.-1/17-18

### **TECHNICAL / COMMERCIAL BID**

Tender Document for

***[Disposal of Misc Scrap items at our Container Freight Station  
at P-3/1, Transport Depot Road, Kolkata-700088]***

DUE DATE & TIME:

***[ 06/02/2018 at 15:00 Hrs ]***

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## NOTICE INVITING TENDER

Sealed Tenders are invited from interested buyers for procurement of disposable materials on “as is where is basis” lying at P-3/1, Transport Depot Road and 1, Sonapur Road, Kolkata – 700 088. Tender document detailing description of cargo, terms & conditions etc. may be down loaded from our web site [www.balmerlawrie.com](http://www.balmerlawrie.com). Tender forms are also available from the above address during working hours (9.30 a.m. to 5.00 p.m.) till 00.00.2018.

Tenderers may download Notice Inviting Tender along with other tender documents from our site [www.balmerlawrie.com](http://www.balmerlawrie.com). Interested parties have to submit an interest free EMD of Rs. **3,000/- (Rupees Three thousand only)** by Demand Draft/Pay Order at our address mentioned below. The DD/PO for EMD should be drawn in favour of BALMER LAWRIE & CO LTD on any Schedule Bank, payable at [Kolkata]. The tenderer shall furnish the required information in Annexure A along with supporting documents, tender form and declaration of acceptance of tender terms along with Price Bid. All the tender papers and EMD put together in sealed envelope super scribing **TENDER No. BL/CFS-KOL/Tender-Misc.-1/17-18 Dated 25.01.2018 “DISPOSAL OF MISC. USED PETTY ITEMS”** and shall be dropped in our tender box at the given address **within at 3 PM ON 06/02/2018** and addressing covering envelope as follows:

**BALMER LAWRIE & CO. LTD.  
CONTAINER FREIGHT STATION  
P-3/1, TRANSPORT DEPOT ROAD,  
KOLKATA – 700 088.**

S. No	Description	Details
1	Name of Work	<b>DISPOSAL OF MISC. USED PETTY ITEMS</b>
2	Tender No	<b>BL/CFS-KOL/Tender-Misc.-1/17-18</b>
3	Validity Of Offer	60 days from the date of opening of the price bid
4	Contract Period	<b>Not applicable</b>
5	Tender Fee	<b>Not applicable</b>
6	EMD	<b>Rs. 3,000/-</b>
7	Downloading / Submission of Tender :	
	a. Starts on	<b>25.01.2018</b>
	b. Closes on	<b>06.02.2018 at 3 PM</b>
8	Opening of Tenders	<b>06.02.2018</b>

### 1. LIST OF DOCUMENTS TO BE SUBMITTED

The signed copies of following documents should be submitted as part of the technical/commercial bid which may be verified with original:

- Certificate of registration/incorporation/partnership deed/proprietorship undertaking
- Income Tax PAN certificate copy.
- GST Registration certificate

### 2. VERIFICATION OF DOCUMENTS

- Tenderers or their authorized representative may be required to come to our office **POSITIVELY** as intimated along with all original documents,
- Incomplete Tenders are liable for rejection without any further communication to the tenderer and decision of Balmer Lawrie in this respect will be final.
- Any party submitting the false or forged documents may be put on Black List, forfeiture of EMD, cancellation of work, criminal prosecution or any other action as deemed fit.
- Balmer Lawrie reserves the right to reject any or all tenders without assigning any reasons thereof.

**1. Special Note**

- Bids can only be submitted before the last date and time as per the date and time mentioned in the tender.
- Bidders are advised in their own interest to ensure that bids are submitted by dropping in tender box well before the closing date and time of bid.
- The bidder has to keep track of any changes by viewing the Addendum/Corrigendum issued by the Tender Inviting Authority on time-to-time in the Balmer Lawrie website [www.balmerlawrie.com](http://www.balmerlawrie.com). The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

**2. Submission of Tender Documents**

- 2.1 The tenderers are requested to carefully study all the tender documents and tender conditions before quoting their rates.
- 2.2 The tender must be strictly in accordance with the terms and conditions and specifications laid out in the tender.
- 2.3 Any terms and conditions given by the tenderer in their offers will not be binding on Balmer Lawrie.
- 2.4 The sole proprietor or authorised representative shall sign all documents that need to be enclosed with tender document. When the person signing the documents is not the sole proprietor / authorised representative of the company, the Power of Attorney authorizing such person to act and sign on behalf of the company must be produced.

### Commercial Terms & Conditions

#### 1.0 Cargo for disposal

Tender No.	Description of material
DT/Misc./01/17-18	<ul style="list-style-type: none"><li>• Used Wooden Plank/Plies/Pallets etc</li><li>• Used Hal Patti, Wires, Wire Ropes, Wire Mesh, Tin Sheets, Spare Parts, etc.</li><li>• Used Corrugated/CGI sheet</li><li>• Used un-identified Misc. items</li><li>• Tubeless Tyres of size -18.00/25</li><li>• Pneumatic Tyres of size -11.00/20</li><li>• Pneumatic Tyres of size -6.50/10</li><li>• Pneumatic Tyres of size -7.00/12</li><li>• Pneumatic Tyres of size -13.00/24</li><li>• Solid Cushion Tyres of size -18.00/25</li><li>• Tubes &amp; flaps</li><li>• Used lubricating oils 4000Ltrs.(approx) in barrels.</li></ul>

#### **2.0 Schedule of Tender**

Sealed tenders are invited from reputed buyers who are interested to buy the disposable petty items without any segregation on "as is where is basis" lying at BL-CFS. The Tender Documents may be down loaded from our web site [www.balmerlawrie.com](http://www.balmerlawrie.com). Besides the web site the Tender Documents alongwith terms & conditions are also available at P-3/1, Transport Depot Road, Kolkata – 700 088 during working hours (9.30AM to 5.00 PM) from 25.01.2018 to 05.02.2018.

The complete tender documents duly signed and stamped both Commercial Terms & Conditions and Price Schedule alongwith Earnest Money Deposit should be submitted in sealed envelope superscribing tender number, cargo description, due date for submission etc. in the tender box kept at the above address within 06.02.2018 upto 3.00 P.M.

#### **3.0 Inspection of cargo**

The intending bidders may inspect the cargo or take information/assessment of type and condition of these disposable petty items before submitting their offer. Schedule of inspection time are during 10.00 AM to 12.30 PM on 25.01.2018 to 05.02.2018.

**N.B.:** The bidders shall quote on quantity [per Kg.] [per pc.] [per lot] basis without any separation or discrimination and the successful bidder shall lift the materials accordingly without any separation or discrimination.

#### **4.0 Earnest Money Deposit**

The Earnest Money of ₹ 3,000/- [Rupees Three thousand only] to be deposited by Pay Order/Demand Draft in favour of BALMER LAWRIE & CO. LTD. Payable at Kolkata EMD of the successful bidder will be adjusted against the value of the petty items to be disposed off at the time of final delivery and the EMD of unsuccessful bidder will be refunded without any interest.

#### **5.0 Price schedule**

The price should be quoted separately as per enclosed Rate Schedule format and the same should be valid for 150 days from the date of the order. Order will be issued within 60 days of the date of opening of the tender. Earnest Money of the successful bidders will be retained till the validity of the order and will be

forfeited if bidder withdraws their offer or fails to submit their offered value within the expiry period of the order. Price once quoted and accepted cannot be changed/withdrawn.

## **6.0 Sale & delivery procedure**

- 6.01 Once offer is accepted, the part disposal of the lot will not be considered and the bidder will have to take full delivery of the goods with all fault and flaws, in the condition, description etc. of goods irrespective of whether the same was actually inspected or not and no selection or sorting whatsoever of the goods will be allowed. Quantities and weight stated are approximate. As generations of the petty items in our yard are largely dependent upon volume of handling of items and its nature, hence no proper indication regarding volume of petty items generation can be provided. Delivery in Part/instalment may be allowed considering the nature of the cargo, which is at the sole discrepancy of the Company. Sale should not be invalidated by reasons of any defect/ fault, if any, of the lot or on account of lot being incorrectly described and no compensation shall be paid in respect of any such faults or error in description. No claim for damage or loss of any kind will be entertained.
- 6.02 Segregation and collection of the related items will be the responsibility of the successful bidder of the items with due permission of the Officer (s) of Operation/Administration of CFS. Depending upon volume of accumulation the bidder may be asked to lift material at a shorter/ longer interval of time. Besides existing ones, generation of Petty items may take place during the validity of the contract, however the quality & quantity of which cannot be forecasted.
- 6.03 The successful bidder will collect Delivery Order from CFS office after making requisite payment due for the items and quantities allowed by BL for lifting at any instant of delivery. The Delivery Order will be issued in favour of successful bidder only at time interval/frequency as stated above. The unsuccessful bidder will apply for refund of EMD, which will be refunded at the earliest without any interest.
- 6.04 Full value of materials against lot as quoted and accepted, will have to be deposited within 7 working days from the date of receiving of the Order. And on generations of petty items against Kgs/No. pertaining to the respective successful bidder, the buyer may be allowed to take delivery of such materials on making requisite payments by cash or Pay Order/Demand Draft in favour of Balmer Lawrie & Co. Ltd. within 7 working days from the date of receiving of the Order, If the buyer fails to take the delivery of the goods within the maximum period of time permitted by Balmer Lawrie, the Money Deposited by them including EMD will be automatically forfeited.
- 6.05 On payment of the value of the disposable petty items, the party will be allowed to enter their vehicle for loading of cargo. To the extent of accumulation of disposable Petty items, the cargo will be delivered in full and no part delivery will be entertained. Considering the nature of cargo Part delivery is sole discrepancy of the Company.
- 6.06 The materials will be delivered to the original buyer. Representative/Transporter may be allowed on production of the authorized letter from the buyer duly attesting the signature of the representative. Delivery by proxy will be at the purchaser's own risk and no claim shall be on Balmer Lawrie on any account whatsoever, if the wrong person takes delivery. Re-sale or transfer of lots to a third party shall not be recognized.
- 6.07 Statutory charges e.g Taxes and duties payable on the goods purchased will be recovered from the successful bidder.
- 6.08 The items comprising Controlled or Restricted Articles needs requisite Dealer Licence / Pollution Control Certificate / Registration as Recycler / Processor from MoEF/CPCB Certificate etc. failing which material will not be delivered. A copy of such licence/certificate to be enclosed along with the offer.
- 6.09 Earnest Money Deposit will be forfeited if the successful bidder commits any breach of terms & conditions of the tender.
- 6.10 Intimation in respect of description of materials, estimated weight, price, schedule of payment, delivery schedule etc. will be given in the Letter of Intent/Delivery Order.

**Balmer Lawrie & Co. Ltd. Container Freight Station, [Kolkata ]**

**Tender No : BL/CFS-KOL/Tender-Misc.-1/17-18**

- 6.11 The successful bidder will be responsible for damage to company's/outsider's properties or injury to company's/outsider's personnel caused by their men/vehicles etc. in course of their work and shall keep the company indemnified against all losses or damage and bear expenses or consequences arising thereof.
- 6.12 In case of dispute or difference over the interpretation of working of these conditions, the decision of Balmer Lawrie & Co. Ltd. shall be final and binding on all concerned.
- 6.13 The Company reserves the right to accept or reject the whole or part of the offers/tender and may withdraw any of the item at any point of time and may also re-tender the cargo. The Company will also reserves the right for any change in tender document with due approval from the Authority.
- 6.14 Segregation or cutting of the material by gas cutter or if any, to be done by the bidder.
- 6.15 Price offered shall be valid for one year from the date of accepting the Delivery Order. The period of validity of offer may be extended on mutual consent of both Balmer Lawrie & the respective successful buyer/buyers.
- 6.16 Company reserve the right to split the order amongst different bidders on H-1 rate for different item.

Name .....

Signature .....

Designation .....

Ph. No.:.....

Name, Full Address and Seal of the Company

**PARTICULARS OF THE TENDERER'S ORGANISATION**

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



**BALMER LAWRIE & CO. LTD.**  
 Container Freight Station  
 P-3/1, Transport Depot Road,  
 Kolkata – 700 088

LOCATION – CFS

PRICE SCHEDULE

Sl.	Description of Materials	Unit	Offered rate per unit	Page
01	Used Wooden Plank/Plies/Pallets etc [Estimated 1500 Kgs Approx.]	Kg	₹ [Rupees]	9
02	Used Hal Patti, Wires, Wire Ropes, Wire Mesh, Tin Sheets, Spare Parts, Pipe, Angle etc. [Estimated 1500 Kgs Approx.]	Kg	₹ [Rupees]	
03	Used un-identified material	Lot	₹ [Rupees]	
04	Used Plastic [Estimated 500 Kgs. Approx.]	Kg	₹ [Rupees]	
05	Used Corrugated Paper Box [Estimated 500 Kgs. Approx.]	Kg	₹ [Rupees]	
06	Used Corrugated CGI Sheets [Estimated 500 Kgs. Approx.]	Kg	₹ [Rupees]	
07	Used Lube Oil [Estimated 4000 Ltrs. Approx.] [Bidder should be registered with MoEF/CPCB as Recyclers/ Reprocessors having Environmentally Sound Management Facilities]	Kg	₹ [Rupees]	
08	Used Cutting Seal [Estimated 1000 Kgs. Approx]	Kg.	₹ [Rupees]	
09	Different size of Tyres and estimated Qty.:	approx		
	• Tubeless Tyres of size -18.00/25 [estimated 3 nos]	Nos	₹ [Rupees]	
	• Pneumatic Tyres of size -11.00/20 [estimated 2 nos]	Nos	₹ [Rupees]	
	• Pneumatic Tyres of size -6.50/10 [estimated 3 nos]	Nos	₹ [Rupees]	
	• Pneumatic Tyres of size -7.00/12 [estimated 3 nos]	Nos	₹ [Rupees]	
	• Pneumatic Tyres of size -13.00/24 [estimated 1 no]	No	₹ [Rupees]	
	• Solid Cushion Tyres of size -18.00/25 [estimated 1 no]	No	₹ [Rupees]	
	• Used tubes & flaps [Approx 15 nos of diff size]	Nos	₹ [Rupees]	

Price should be quoted both in figures and words and if there is any difference, price quoted in words will only be considered. Actual quantity to be obtained at the time of delivery

Signature \_\_\_\_\_

Name \_\_\_\_\_

Name, Address & Seal of the Company

Designation \_\_\_\_\_

Ph.no \_\_\_\_\_

DD/PO No..... Date..... Amount..... against item No.....

GST Registration No. ....

N.B.: Tender is liable to be rejected for:

1. If address and contact details are not filled in appropriately
2. If EMD details are not provided.
3. GST Number not provided

**BALMER LAWRIE & CO. LTD.**  
Container Freight Station  
P-3/1, Transport Depot Road,  
Kolkata – 700 088

LOCATION – WD - SONAPUR  
PRICE SCHEDULE

Sl.	Description of Materials	Unit	Offered rate per unit
01	Used Wooden Plank/Plies/Pallets etc [Estimated 1500 Kgs Approx.]	Kg	₹ [Rupees]
02	Used Hal Patti, Wires, Wire Ropes, Slings, Wire Mesh, Tin Sheets, Spare Parts, Pipe, Angle etc. [Estimated 1500 Kgs Approx.]	Kg	₹ [Rupees]

Price should be quoted both in figures and words and if there is any difference, price quoted in words will only be considered.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Name, Address & Seal of the Company

Designation \_\_\_\_\_

Ph.no \_\_\_\_\_

DD/PO No..... Date..... Amount..... against item No.....

GST Registration No. ....

N.B.: Tender is liable to be rejected for:

4. If address and contact details are not filled in appropriately
5. If EMD details are not provided.