

BALMER LAWRIE & CO LTD
Greases & Lubricants
P-43, HIDE ROAD EXTENSION
KOLKATA – 700 088

Phone : (033) 24500129, Fax : (033) 2439 – 5160 / 2277
e-mail : ghosh.subimal@balmerlawrie.com

Tender No. : GLK/TE 17/312 dated 09.02.2018

Due Date : 05.03.18 ; 15.00 hrs IST

Electronic bids are invited from manufacturer for additive for Two Wheeler 4 Stroke Engine Oil as per technical specifications and terms and conditions as follows :

1.0 Technical Specifications

- a) JASO MA 2 – T: 903 -2016 friction data requirements
- b) API SM/ SAE 20W 40 viscometrics

Supporting document for item a above to be provided by the vendor

2.0 Quality Assurance

All supplies made shall be accompanied by test certificate conforming to above specification. Issue of test certificate will not prejudice our right to carry out further checks and decide whether the material supplied is meeting our specification. The vendor shall be responsible for quality assurance for the material. The vendor shall use proper operating practices to ensure all quality parameters so that supplies meet the requirements as specified in the tender.

Vendor shall take back all rejected material due to whatsoever reasons, within 3 (three) working days of informing the same. In case the vendor fails to do so, BL shall have right to dispose of the defective material at the risk and cost of the supplier.

3.0 Total Additive Quantity : 60 MT +/- 10% for Silvassa plant to be supplied in tanker load.

3.1 Delivery Schedule

The delivery of additives as above will be based on our call up from individual plant. The materials are to be delivered within 15 (fifteen) days at Silvassa Plant, from the date of call up. The order will be valid for six months from the date of purchase order(s) or till completion of the contract, whichever is earlier.

4.0 Offer Validity : The offer must be valid for out acceptance for 60 days from the due date of the tender.

5.0 Earnest Money Deposit (EMD)

5.1 The bidder shall furnish a sum of Rs.200000/-(Rupees Two lakhs only) as Earnest Money Deposit (EMD) along against this tender by a/c payee pay order / demand draft / non revocable bank guarantee (as per format prescribed by us) from Schedule 'A' bank in favour of **Balmer Lawrie & Co. Limited** payable at **Kolkata**.

The EMD of the unsuccessful bidder(s) will be returned after finalization of the order. EMD of the successful bidder will be retained till execution of the order. EMD shall not bear any interest. The Bank Guarantee for EMD shall remain in force for the entire validity period of the contract and shall be extendable on request made by BL prior to expiry of the Bank Guarantee.

5.2 Public Sector Enterprises and MSME / Small scale units registered with National Small Scale Industries Corporation (NSSIC) are exempted from payment of EMD. Small scale units registered with MSME / NSSIC should enclose a copy of their valid registration certificate to make their bid eligible for consideration.

6.0 Payment Terms : 100 % payment along with all taxes shall be payable after 30 days from the date of receipt of material at our plants.

7.0 Part Order / Split Order

There will be no part / split order. The entire quantity will be given to location wise L1 bidder only. The L1 rate will be arrived based on nett additive treat cost after considering input tax credit.

8.0 Risk purchase

Without prejudice to other provisions in the tender, in the event of the vendor failing to supply within the 15 days of issuance of call-up by e-mail/fax, BL shall have the right and option to procure the product from alternate sources, at the risk and cost of the vendor, without further intimation and the differential cost will be recovered from the pending invoice(s) of the vendor.

Thanking you,

Yours faithfully,
for **Balmer Lawrie & Co. Limited**

(Subimal Ghosh)
Executive (Central Procurement)

CONDITIONS FOR ONLINE BID SUBMISSION

1.0 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.

2.0 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>

3.0 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

1. Mr. Tirtha Das(Kolkata)	tirtha[dot]das[at]c1india[dot]com	+91-9163254290
2. Mr. Partha Ghosh(Kolkata)	partha[dot]ghosh[at]c1india[dot]com	+91-8811093299
3. Mr. CH.Mani Sankar (Chennai)	chikkavarapu[dot]manisankar[at]c1india[dot]com	+91-8939284159
4. Ms. Ujwala Shimpi (Mumbai)	ujwala[dot]shimpi[at]c1india[dot]com	+91-022- 66865608

4.0 Submission of Hard copies

Before submission of bid online, the bidders are requested to submit the technical literature indicating treat level and EMD through courier / e-mail as applicable so as to reach us before opening of tender on-line.

5.0 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.

6.0 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