



**BALMERLAWRIE & CO. LTD.**

**CONTAINER FREIGHT STATION**

***[No.32, Sattangadu Village, Manali, Chennai-600068***

***Phone No 25940643 /25942557, Fax No. 25941863***

***E-mail: shankar.vb@@balmerlawrie.com***

**TENDER NO: BLC/CFS/CCTV Camera/16**

**Dt.11.07.18**

**Tender Document for**

**Supply and installation of additional CCTV Camera  
with accessories for the existing system**

**DUE DATE & TIME: [25 /07/2018 at 16:00 Hrs ]**

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**NOTICE INVITING TENDER**

M/S BALMER LAWRIE & CO. LTD invites bids from registered vendors who are competent and experienced contractors with sound technical capabilities for supply and installation of additional CCTV camera with accessories for the existing system at Container freight station, Manali, Chennai – 600068.

The Single bid tender document may be downloaded from our website [www.balmerlawrie.com](http://www.balmerlawrie.com) or obtained from our office at the address given above during the normal office hours.

**Only those vendors who are registered with our Company would be considered for issuance of tender form directly/ acceptance of the tender.**

Tender in a sealed envelope super scribing TENDER NO. BLC/CFS/CCTV Camera/16 Dated 11.07.18 **“Tender for Supply and installation of additional CCTV Camera with accessories for the existing system “** shall be submitted at the given address before 14.00 hrs on xx.07.2018 with covering envelope addressed to:

THE CHIEF MANAGER  
BALMER LAWRIE & CO.LTD  
CONTAINER FREIGHT STATION  
MANALI, CHENNAI 600 068

**NOTICE INVITING TENDER**

S.No	Description	Details
1	Name of Work	<b>Supply and installation of additional CCTV camera with accessories for the existing system</b>
2	Tender No	<b>BLC/CFS/CCTV Camera/16</b>
3	Validity Of Offer	<b>30 days from the date of opening of the price bid</b>
4	Completion Period	<b>Two weeks</b>
5	EMD	<b>Rs.3,000/-</b>
6	Submission of Tender :	
	a. Starts on	<b>11.07.2018</b>
	b. Closes on	<b>25.07.2018 at 16.00 Hrs</b>
7	Opening of Tenders	<b>25.07.2018</b>

**1. LIST OF DOCUMENTS TO BE SUBMITTED:**

The scanned copies of following documents should be submitted along with price bid.

- Power of Attorney authorizing the person who has signed the tender to act and sign on behalf of the company.
- Certificate of registration/incorporation in the case of Pvt Ltd/Public Ltd companies/certified copy of partnership deed in the case of LLP/Partnership firm/ any document under the relevant rules/laws if the firm is a proprietorship firm.
- Income Tax PAN number
- GST Registration number
- Chartered accountant's certificate or Audited / Certified Balance sheet and Profit and Loss account of tenderer's company for last three years.
- Certificate from bankers about financial soundness.

## **2. VERIFICATION OF DOCUMENTS**

- a. Tenderers or their authorized representative will be required to come to our office positively as intimated along with all original documents, scanned copies of which have been submitted with the e-tender towards ascertaining their qualification.
- b. Failure on part of the tenderer to report on specified date and time for proper verification may result in rejection of the tender submitted by them without further communication.
- c. Tenderer should be in a position to produce all the original documents and/or any other information on dates as intimated or as and when required by Balmer Lawrie.
- d. Incomplete Tenders are liable for rejection without any further communication to the tenderer and decision of Balmer Lawrie in this respect will be final.
- e. Balmer Lawrie reserves the right to reject any or all tenders without assigning any reasons whatsoever.

## **SPECIAL INSTRUCTIONS TO THE BIDDER**

Tenderers are advised to download Notice Inviting Tender along with other tender documents from Balmer Lawrie website [www.balmerlawrie.com](http://www.balmerlawrie.com) or the same can be obtained from our office at the address given above during the normal office hours. Interested parties have to submit an interest free EMD of Rs.**[3000/- (Rupees Three thousand only)** by Demand Draft/Pay Order at our above address. The DD/PO for Tender Fee and EMD should be drawn in favour of BALMER LAWRIE & CO LTD on any Scheduled Bank, payable at **[Chennai]**. Offer submitted without EMD will be rejected. However, submission of EMD would be exempted for Small Scale Units registered with National Small Industries Corporation (NSIC) & Micro, Small and Medium Enterprises (MSME) on submission, of valid copy of registration certificate. . It is mandatory that MSME vendors must declare their UAM (Udyog Aadhaar Number) on Central Public Procurement Portal (CPPP), failing which such bidders will not be able to enjoy the benefits as per Public Procurement policy for MSME's order 2012. The physical original instruments/drafts should reach our above address prior to due date and time. The physical original instruments/drafts should reach our above address prior to due date and time.

### **Special Note**

- Bids can only be submitted before the last date and time of submission as per the date and time mentioned in the tender document. Resubmission (if required) of bid should be completed within the stipulated date and time.
- Bidders are advised in their own interest to ensure that bids to be submitted well before the closing date and time of bid.
- Balmer Lawrie does not take any responsibility in case bidder fails to submit within specified time of tender submission.
- Balmer Lawrie will not be responsible for any delay under any circumstances for non-receipt of Tenders/ submission of filled in tender documents by due date & time.
- Bidders are requested to provide correct "e-Mail address" and "Mobile No." for receiving updates related to tender from time to time.
- The bidder has to keep track of any changes by viewing the Addendum/Corrigendum issued by the Tender Inviting Authority on time-to-time basis in BL website. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

### **1. Filling of Tender Documents**

- 3.1 The tenderers are requested to carefully study all the terms and conditions mentioned in the tender document before quoting their rates.

- 3.2 The tender must be strictly in accordance with the terms and conditions and specifications laid out in the tender.
- 3.3 Any terms and conditions given by the tenderer in their offers will not be binding on Balmer Lawrie.
- 3.4 The sole proprietor or authorised representative shall sign all documents that needs to be submitted. 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 on for verification by Balmer Lawrie.

### **SCOPE OF WORK**

Work covered in this tender document shall generally be as detailed herein below. However, contractor shall be responsible to complete the work in all respects and in doing so provide/supply all facilities which may not be covered explicitly herein below but nevertheless are required to complete the work envisaged with the exception of only such items as have been specifically excluded from contractor's scope.

The successful tenderer shall have to undertake the following work:

#### **Detailed Scope of work:**

**Supply and installation of additional CCTV camera with accessories like OFC Cable, network switch, network converters, etc. for the existing system as given in the rate schedule attached.**

### **GENERAL TERMS AND CONDITIONS**

#### **1. Experience Criteria**

- a) 2 years' experience in doing similar business viz., supply, and installation CCTV camera related items or AMC work on CCTV ending 31.03.18.(Copy of work order to be attached)
- b) Should not have been blacklisted by any PSU / Govt. Department (a self-certification is required)

#### **2. Submission Of Bids**

The Single Bid tender documents may be downloaded from our website [www.balmerlawrie.com](http://www.balmerlawrie.com) or obtained from our office at the address given above During the normal office hours. The rates are to be filled only as per given format.

#### **3. Tender Opening**

Bid will be opened as per due date mentioned in the Tender.

#### **4. Acceptance of offers**

- 4.1 Balmer Lawrie reserves the right to accept any tender in whole or in part or reject any tender or all tenders or place order for any quantity, less than or more than the tendered quantity, without assigning any reason thereof.
- 4.2 Bids of any tenderer may be rejected if a conflict of interest is detected between the bidders and Balmer Lawrie at any stage.

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

**Tender No : BLC/CFS/CCTV Camera/16**

- 4.3 Balmer Lawrie would like to place order for the items as mentioned in the Price bid to a single contractor. The overall L1 status will be determined by looking at the total value quoted by the bidder.
- 4.4 Balmer Lawrie is not bound to accept the lowest rate for any tender. Balmer Lawrie also reserves its right to allow Public Enterprises (Central / State) price / purchase / contract / service preference as admissible under the existing Government policy. The decision of Balmer Lawrie in this connection will be final.
- 4.5 Incomplete tenders, conditional tenders, tenders received late or tender not conforming to the terms and conditions mentioned in the Tender documents

### **5. Negotiations**

- 5.1 Balmer Lawrie reserves the right to negotiate with the Tenderer. Tenderer will have to attend the concerned office of Balmer Lawrie for negotiations/clarifications required from them, in respect of their quotations, without any commitment on the part of Balmer Lawrie.
- 5.2 In case of negotiation, the Tenderer should send the confirmation of outcome of such negotiation in writing so as to reach the concerned office of Balmer Lawrie within 3 days from the date of negotiation/ the time stipulated whichever is earlier. If the Tenderer fails to comply with this requirement Balmer Lawrie reserves its right to ignore their quotation at its discretion with the attendant remedies available to them.

### **6. Price Variation**

- 6.1 The price should be firm and irrevocable and not subject to any change whatsoever even due to Increase in cost of materials, components and labour cost till the validity of the contract period.
- 6.2 The quoted rates shall be valid for a period of minimum 30 days from the date of opening the price Bid.

### **7. Notification of Award**

Prior to the expiration of the period of Bid validity, BL will place purchase order or letter of indent on the successful bidder(s).

### **8. Declaration of UAM by MSME vendors**

It is mandatory that MSME vendors must declare their UAM (Udyog Aadhaar Number) on Central Public Procurement Portal (CPPP), failing which such bidders will not be able to enjoy the benefits as per Public Procurement policy for MSME's order 2012.

### **9. Completion Period**

The material to be supplied and installed within two weeks of placement of order.

### **10. Guarantee**

The material and the work shall be guaranteed for its satisfactory performance for 12 months from the date of installation.

### **11. Payment Terms**

95% payment would be made after satisfactory supply and installation of material at our site and balance 5% payment would be retained as "Retention Money" towards performance of the work and would be returned after six months from the date of installation.

**12. Plant Visit / Contact Person**

The bidders are advised to visit in person to our plant to understand the tender requirement in detail. For any clarification / Queries you may please contact V. Bhavani Shankar, Senior Manager (Commercial) Balmer Lawrie & Co. Ltd., CFS, Chennai, Phone (044) 25940643

**13. Sub-letting 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 consent in writing from Balmer Lawrie. In the event of contractor contravening the conditions, Balmer Lawrie shall be entitled to get the work done from other firm at the 'Risk & Cost' of the contract.

**12. Liability & Ensuring Safety**

The Contractor will be fully responsible for ensuring safety of lives, cargo and property within Balmer Lawrie CFS yard. Any damage to any life and/or property inside the CFS yard due to negligence/mishandling while carrying out the repair work by the contractor employee would be to the account of the contractor.

The Contractor has to be followed company's HSE guideline while carrying out the work.

- a) Permit to be obtained from concern officer in charge, while work at height.
- b) Hot work permit to be obtained from concern officer in charge before starting the work.
- c) Proper PPE usage has to be ensured.

**13. Force Majeure Conditions:**

Delivery schedule is subject to force majeure conditions as under: If at any time during the continuance of this contract, the performance in whole or part by either party of any obligation under this contract shall be prevented or delayed by reasons of any war, hostility, acts of public enemy, civil commotion sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lock outs or acts of God (hereinafter referred as "events") provided notice of the happening of any such events is given by either party to the other within twenty one days from the date of occurrence thereof, neither party shall by reasons of such event, be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such non-performance or delay in performance. Deliveries under the contract shall be resumed as soon as practicable.

**14. Arbitration**

Any dispute or difference arising under this Contract shall be referred under jurisdiction of Kolkata to a sole arbitrator appointed mutually under 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 Kolkata will have exclusive jurisdiction to settle any dispute arising out of this contract.

**DECLARATION**

**Having examined the tender documents, we have understood the terms & conditions indicated in the Tender No :BLC/CFS/CCTV camera/16 and hereby confirm our acceptance of the same.**

Place : \_\_\_\_\_ Signature of Tenderer

Date : \_\_\_\_\_ Name & Address

ANNEXURE – A

**PARTICULARS OF THE TENDERER'S ORGANISATION**

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



**Sub: Tender for Supply and installation of additional CCTV Camera  
with accessories for the existing system**

**Rate Schedule**

SI No	Description	Unit	Qty	Unit rate	Total amount
	<b>Supply items</b>				
01	Dahua 2 MP 25 x starlight IR PTZ Network Camera	No	1		
02	Dahua IP bullet camera 2 MP IP HFW1230SP	No	5		
03	8 Channel NVR Dahua	No	1		
04	8 Port POE Switches CISCO or Dlink	No.	1		
05	6 Fibre armoured OFC cable	Mtrs	375		
06	Convertor LIU switch 24 port	No	1		
07	Media Converter	No	1		
08	4 TB hard disk Seagate	No	1		
09	HDPE Pipe	Mtrs	375		
	<b>Total amount for supply</b>				
12	<b>Installation</b>				
	Laying charges for cable	Mtrs	375		
13	Laying of HDPE Pipes	Mtrs	375		
14	Installation charges for Camera 8 Port switches	LS	LS		
15	Installation of camera stand, camera, LAN jointer and other related work	No	20		
	<b>Total amount for installation</b>				
	<b>Add: GST @        for supply</b>				
	<b>Add: GST @        for installation</b>				
	<b>Gross amount for supply and installation including GST</b>				

Date :

Name and Signature of Tenderer