



Balmer Lawrie & Co. Ltd
(A Government of India Enterprise)
Sivada Towers, 1st floor, Snnra,
17, Pettah, Trivandrum-695024

SINCE 1867

Phone : 2463713, 2464476 Fax : 2465483
Website : balmerlawrie.com
(Regd Office : 21, Netaji Subhas Road, Kolkata 700 001)

Ref : BL/TRV/LS/AC/LT/2018-19/0001

Date : 29.10.2018

Due on : 10.11.2018

NOTICE INVITING TENDER
FOR SUPPLY AND INSTALLATION OF AIRCONDITIONERS

Scope of work

Balmer Lawrie & Co Ltd. is a Government of India Enterprise under the Administrative control of the Ministry of Petroleum & Natural Gas. We intend to award a contract for supply and installation of Air conditioners for our office as per specifications given in the tender.

Taxes & Duties

Service Taxes/duties as applicable should be included in the rate quoted by the tenderer.

Earnest Money deposit

Offer should be accompanied by a Demand Draft for Rs.3000/- (Balmer Lawrie & Co. Ltd payable at Bangalore, Rupees (three thousand only) towards Earnest Money Deposit executed by any Scheduled Bank drawn in favour of

Pre-qualification requirement

1. The agency should supply the tendered items strictly as per specification mentioned in the tender.
2. Possession of PAN.
3. Possession of GST Registration
4. Submission of EMD of Rs. 3000/- by DD.
5. The party has to quote for all the items
6. Copy of dealership certificate, if applicable

The agency who quote overall L1 rate shall be awarded the contract.

OUR REQUIREMENT / SCOPE OF WORK

We have requirement of following Air conditioners for our **Trivandrum office**:

Supply, installation, testing & commissioning of Split Unit with Indoor & Outdoor unit with 100% copper condensor coil, job complete all related works for the following nominal capacities. The price shall be inclusive of Stabilizer suitable for the AC and other installation requirements including delivery charges, taxes etc.

1.0 tonne Split Airconditioner (5 star rated): 2 Nos.

All the ACs outdoor unit should be 100% copper condensor coil.

Offer should be on door delivery basis as per format given in Annexure-1. Offer should have clear details of sales tax, service tax if any applicable, delivery charges etc. Delivery charges shall be included in the rate structure. Terms like 'extra' or 'at actual' will lead to rejection of offer.

The agency should also quote rate for copper coil per meter

In case the tenderer is a dealer/distributor for the items offered, a copy of dealership/distributorship certificate should be enclosed along with the offline bid, otherwise the offer will be rejected.

Validity of offer

Tenderers shall keep their offer valid for acceptance for a period of 60 days from the due date of submission of tender

The due date for submission of offer in the e-portal is on or before 10th November, 2018.

The tender details are also available at our Company's website www.balmerlawrie.com

Payment terms

Our standard payment terms is 15 days from the date of installation.

TENDER DOCUMENT SUBMISSION

Your offline document (excluding price bid) shall comprise the following:-

- A covering note in your letter pad
- EMD for Rs 3000/- by DD
- Chapter-I & II duly filled in, signed with seal
- Price bid duly completed, signed and sealed
- Relevant copies of certificates/registration etc as per prequalification requirement.

Your tender comprising all the above documents shall be kept in a sealed envelope superscribed as "quotation for Supply of AC" and should reach the undersigned at the following address on or before 10th November, 2018

Branch Manager,
Balmer Lawrie & Co. Ltd
Sivada Towers, 1st floor, Snnra,
17, Pettah, Trivandrum-695024

Phone : 0471-2463713/477, Fax : 0471-2465483, e-mail : babu.ks@balmerlawrie.com

For Balmer Lawrie & Co. Ltd



Muralidharan K,
Branch manager,
Trivandrum.



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There shall not be any case or charge under investigation/enquiry/trial against the bidder, nor convicted in a court of law nor suspended / black listed by any organisation on any grounds.

Balmer Lawrie reserve the right to use inhouse information for assessment of capability of bidders. The decision of Balmer Lawrie regarding tender shall be final and conclusive.

If the performance of the bidder is/has been found to be unsatisfactory for any reasons whatsoever, in any organisation including Balmer Lawrie, then Balmer Lawrie reserves the right to reject the bids submitted by such bidders.

Joint venture/consortium basis offers shall not be accepted.

Bidders shall ensure submission of complete information/documents at the first instance itself. Balmer Lawrie reserves the right to complete the evaluation based on the details furnished by the agencies without seeking any subsequent additional information. Bids not in compliance with tender conditions or with incomplete information/documents are liable for rejection.

- 1) The Company has the right to reject all or any offer without assigning any reason whatsoever. All decisions of the company in these regards shall be final.
- 2) The Agency shall provide quality service. in the event of any deterioration in the quality of service, about which the company will be the sole judge, the company reserves the right to cancel the order immediately.
- 3) **The offer should be accompanied by an Earnest Money Deposit of Rs.3000/- in the form of Demand Draft favoring Balmer Lawrie & Co. Ltd drawn on any scheduled bank and made payable at Bangalore. Payment in any other form will not be accepted.**
- 4) The Agency shall also indemnify the company from any claim, loss, damage etc. in respect of the contract awarded to him by the company. The Agency shall have to keep Balmer Lawrie fully indemnified for and against all claims, costs, charges to

which Balmer Lawrie may be subjected and all the expenses to which the Company shall be put in respect of personal injuries to employees of the Agency arising out of or occasioned during the contract period in respect of personal injuries to employees of the Company and to any outsider during the course of execution of this contract. This indemnity bond shall be in addition and not in lieu of any indemnity to which the Company may be entitled by law.

- 5) The Agency shall be fully responsible for the successful completion of the supply as per the terms contained herein. Any contravention of the conditions will lead to cancelation of the order. The Agency shall be responsible for the consequences arising out of such termination.
- 6) Any sub-contract or subletting to a sub-Agency [s] by the successful Agency shall not be permitted.
- 7) The last date for submission of tender is 10th November, 2018

The above terms and conditions duly signed by the bidder will form part of the offer and as acceptance of the contract and therefore inalienable for the contract. Tender would be rejected if the price is quoted in techno-commercial bid. No techno-commercial document should be attached with priced bid. The bidder shall sign the terms and conditions and should enclose the same with the offer as token of acceptance of the terms and conditions and they shall form part of offer and acceptance of the contract and therefore inalienable from the contract. Bids of those bidders which are meeting the above qualifying requirements shall be taken up for detailed evaluation

ARBITRATION

Any dispute or difference under this Contract shall be referred for adjudication at Kolkata to a sole arbitrator to be appointed by the Chairman Managing Director of Balmer Lawrie & Co. Ltd and 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 paid equally by both the parties.

Canvassing in any form by the agency himself or by any other agency on their behalf may lead to disqualification of their bid. Clarification if any can be obtained from Branch manager, Trivandrum.

Date

Name and signature Of the tenderer

(With company seal).



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**TENDER NO. FOR SUPPLY AND INSTALLATION OF AIRCONDITIONERS
INCLUDING STABILZERS**

CHAPTER – II – UNPRICED BID

Name of the party :

Address in full for communication:

Contact person name & mobile no:

• Telephone no. :

e-mail address :

Mobile no. :

PAN No.

GST Registration No

Whether Manufacturer/Dealer

If dealer, enclose copy of dealership certificate

EMD Details : DD No. _____ Date _____ Amount _____

Bidder to note that non-submission of relevant supporting documents will lead to rejection of their bid. It shall be ensured that all relevant supporting documents are to be submitted along with their bid in the first instance itself.

Date

Signature of the tenderer
(with official seal)

CHAPTER I-PRICE BID FOR AIRCONDITIONERS

Rate for Supply, installation, testing & commissioning of Split Unit with Indoor & Outdoor unit with 100% copper condensor coil. job complete all by-works for the following nominal capacities. The price shall be inclusive of Stabilizer suitable for the AC, copper pipes and cables, delivery, taxes, etc

<u>Sl No</u>	<u>Description</u>	<u>Qty</u>	<u>Make of AC</u>	<u>Rate(Rs) per unit</u>
1.	Supply and installation of 1.0 T (5 star) AC including stabilizer at Trivandrum office	2 Nos.		
2.	Copper pipe per meter (if required)	(as per requirements)		
