



**Public Tender**  
**For appointment of Vendor for providing inland transportation of**  
**Materials by Air & Surface mode on**  
**Door to Door delivery basis at various destinations.**

**Conducted at Balmer Lawrie e-Procurement Portal:**  
**<https://balmerlawrie.eproc.in>**

**Tender No. BL/LS/DEL/TRANS/JAN01/2020 dt.16.01.2020**

**Due on 14.02.2020 at 1800 hours**

**Notice inviting E-Tender**

Online bids are invited from experienced vendors who fulfil the eligibility criteria mentioned elsewhere in the tender document under the heading “General terms and conditions” and “Schedule of requirement” for undertaking the subject contract for appointment of vendor for providing the services for inland transportation of material by Air & Surface mode on Door to Door delivery basis at various destinations for a period of two years and further extendable for another period of two years with mutual agreement.

Tenderers are advised to download the notice inviting tender along with the other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in>

The scanned copies of other required documents in support of their credentials are to be uploaded along with the tender documents through the appropriate link.

**1) Tender Details**

- Tender Documents comprises two parts viz. Part-I (Un-priced) and Part-II (priced)



- The Un-priced Part consists of pre-qualification criteria, details of bidder, notice inviting tender, EMD/SD payments conditions of contract

& the priced part consists of details for destination and estimated requirement.

- The bidder is requested to download the tender documents and read all the terms and conditions mentioned in the tender documents and seek clarification in case of any doubt from the tender inviting authority.
- Further only the price bid of technically qualified vendors who meet the pre-qualification criteria as mentioned in the tender, will be opened.
- The bidder have to register themselves with our service provider M/s C1 Indian Pvt. Ltd., prior to participating in the tender as per guidelines provided under “conditions for online Bid Submission”
- Any clause defining offline bid submission in the tender document shall not be considered. For any clarifications please contact Mr. Satish Vashisht (Chief Manager) Ph. No. 011-26485556, +91 9818648548
- The bidder has to keep track of any changes by viewing addendum/corrigendum 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.

## **2) Tender Submission**

- After submission of bid online, the bidders are requested to submit the originals of Demand Draft (DD) towards EMD to the tender inviting authority before opening of un-priced bid and other uploaded documents.



- The bidder shall invariably furnish the original DD to the tender inviting authority before opening of un-priced bid either personally or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of bidder. The Company shall not take any responsibility for any delay or non-receipt.
- The bidder 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.
- M/s. Balmer Lawrie & Co. Ltd. & M/s. C1 India Pvt. Ltd. are not responsible for incomplete bid submission by bidders. Users may also note that the incomplete bid will not be saved by the system and are not available for the tender inviting authority for processing.

All correspondence shall be addressed as below:

**Chief Manager**  
**Logistics**  
**M/s Balmer Lawrie & Co. Ltd.**  
**Unit -601, E-Block, International Trade Tower**  
**Nehru Place, New Delhi – 110019**  
**PH: 011 26485556**

### **3. Pre-Qualification Criteria**

- 1) The Vendor should be registered with the Government to legally operate such type of business like courier/express/cargo etc. **(Copies of relevant licenses/ registration with Govt. are to be attached).**
- 2) The Vendor must have experience of handling **door to door** cargo of at least three Financial Year. **(Documentary evidence & reference letters**



**should be attached**). They will also indicate their turnover for transportation of goods during the last three Financial Years.

- 3) Should possess on line tracking and tracing facility on commencement of the Contract.
- 4) The Vendor should have extensive coverage through their own associates (in respect of destinations mentioned in **Annexure 'I'**) across India with exclusive agreements with their associates.
- 5) The Vendor should mandatorily have a centralized office for all coordination with manning staff from 0800 to 2000 hrs and equipped with internet, fax, landline and mobile connectivity. He should also preferably have a direct outlet/ Partner in all places.
- 6) The Vendor must have adequate Warehousing facilities to store consignments picked up for delivery and should also possess adequate Material Handling equipment to handle all types of services consignments.
- 7) The bidder has to submit copies of their Business Turnover statement of last three financial year duly certified by a chartered accountant as documentary proof in support of their business turnover.
- 8) Copy of PAN No. to be enclosed
- 9) GST registration copy must be enclosed
- 10) Certificate from the Bankers about financial soundness (Solvency certificate not to be older than 6 months from the date of opening of bid from your Banker should be enclosed)



Please note, only those bidders who meet the above Pre-qualification criteria will be qualified for opening of their Price Bid subsequently

**Note:** The bidder is requested to enclose the documented evidences in proof of above against each clause. Evaluation of Un-Priced Bid shall be made based on the details provided in this Annexure.

**Earnest Money Deposit [EMD]**

The bidder has to deposit EMD of Rs. 10,00,000/- (Rs. Ten Lakh Rupees Only) along with the Pre-qualification bid, by Demand Draft payable from nationalized/scheduled bank in favour of Balmer Lawrie & Co. Ltd. payable at New Delhi. Cheque / Cash or any other forms of payment are not acceptable towards EMD.

For the successful bidder, the EMD will be refunded only after they submit the necessary Security Deposit against the work order placed on them. EMD will carry no interest.

Linking of EMD amount with earlier transactions / adjustments with pending bills or any other amount payable by the company is not allowed.

EMD is liable to forfeiture in the event of-

- Withdrawal of offers during validity of 180 days period of the order.
- Non acceptance of orders.
- Non Confirmation of acceptance of orders within the stipulated time after placement.
- Any unilateral revision made by the bidder during the validity period of the offer.
- Non execution of the documents after acceptance of the contract due to any dispute of the bidder or any reason whatsoever.
- Non submission of security Deposit within the stipulated time.



For successful bidder, the EMD will be adjusted towards security Deposit amount required to be paid by the successful bidder and excess amount shall be refunded in case of being higher than the required security deposit amount.

EMD is exempted for those vendors registered under NSIC (National Small Industries Corporation) (or) coming under the definition of Micro and Small Industries and holding valid registration certificates covering the tendered items/services. However, attested / notarized copy of valid NSIC certificate or "Micro and Small" industry certificate must be submitted in this regard.

Disqualified vendors EMD will be refunded immediately on approval of the Pre-Qualification recommendation.

**Security Deposit [SD]**

The SD amount payable by the successful bidder would be 5% of the contract value or as derived by the sanctioning authority (value to be mentioned at the time of contract finalization) by Demand Draft payable from any Nationalized / Scheduled Bank drawn in favor of Balmer Lawrie & Co. Ltd. payable at New Delhi

The entire SD amount can be submitted as Bank Guarantee [BG] valid for period of 30 months for an equivalent amount issued by Nationalized / Scheduled Bank within 15 days from the date of receipt of intimation from the company.

In this regard the format given by company at the time of finalizing the contract will only be used for submitting the BG. The SD shall bear no interest and shall be refunded only on expiry of contract period by cheque only. All sums of compensation [or] other sums of money payable by the successful bidder may be deducted from the SD.



SD is liable to forfeiture in the event of-

Withdrawal of order during validity period of the contract, If the service of the successful bidder is found to be unsatisfactory and fails to adhere to our tender terms and conditions, SD will be forfeited.

Any unilateral revision made by the successful bidder during the validity period of the contract.

**4. Schedule of Requirements.**

**For Surface Mode** Transportation of stores weighing more than 35kg and/or 1.5Mtr (in any dimension) but less than truck load by weight or volume.

**For Air Mode :** Transportation of stores weighing more than 35kg and/or 1.5Mtr but less than **100 kg and dimension of L48"x52"xH34"**.

**Volumetric Weight:** For the purpose of calculating the chargeable volumetric weight, the following provisions shall apply. Rates will be applied on the actual weight or the volumetric weight whichever is greater. Fractions of kgs will be charged to the next higher half kilogram

By Air- 6000 cubic centimeters shall be equal to 1 kg.

By Surface- 4750 cubic centimeters shall be equal to 1 kg.

Between various destinations as mentioned at **Annexure 'I'** to the RFP on **Door to Door Delivery** basis.

Obligations and Attendant Requirement of the vendor shall be, but not limited to the following :-

(a) Collect, Receive, Handle, Transport, Store and Dispatch and deliver consignments all over India, as per (**Annexure 'I'**).

(b) Pay all handling, Airline handling (where relevant), State, taxes, documentation, document handling charges, terminal charges, cartage, multimodal transportation at destination & other related third party charges and other disbursements pertaining to such consignments. Pay for insurance if asked in writing and claim back the same along with the invoice for successful transaction.



- (c) Ensure prompt clearance and completion of all necessary documentation and formalities at airports on arrival or dispatch (including transshipment) of service freight consignments.
- (d) Be logistically and technically capable of conducting 24x7 operations, especially to handle critical consignments.
- (e) Provide on-line and real time tracking and tracing facilities to monitor the movement of service freight consignments.
- (f) Submit consolidated bills and relevant documents in time bound manner.

## **5. General Terms and Conditions**

### **Negotiations**

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 for them, in respect of their quotations, without any commitment on the part of Balmer Lawrie.

In case of negotiation, the Tenderer should send the confirmation of outcome of such negotiation in writing so as to reach the concerned officer 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 and proceed to finalise the tender.

### **Payment**

Bills will be submitted by the vendor for transaction of goods by surface and air. The Consolidated bill will be made twice a month and will be submitted within ten working days after 15<sup>th</sup> and ten working days after last date of the month, Payments of bills will be made by electronic mode i.e. NEFT only to the vendor on presenting the consolidated sheet along with the invoice and





requisition slip for bills pertaining to air mode of transportation, proof of transportation by air (AWB) for at least some part of the travel of the consignment must be submitted along with the invoice for claiming the rates of air mode of transaction. The payment shall be made within 30 days of submission of clear bills in all respect.

Bills for Vendor shall be accompanied by acknowledged delivery challan, confirming the receipt of goods by the consignees/ customer in good condition, and without any loss / physical damage to the goods. Bills will not be accepted by us for payment without the consignee's acknowledgement in the delivery challan.

Purpose of the contract: This contract is for placement of trucks for transportation of goods as set forth in the work order and as per the schedule to the work order.

### **Transit Insurance**

Balmer Lawrie shall take transit insurance for the goods taken from the company for delivery to our customers during transportation. In case of any transit loss / damage, the same will be communicated immediately to Balmer Lawrie – New Delhi. It will be responsibility of the successful bidder to provide necessary documents such as non-delivery and other required details for lodging the claim with the insurance company and recover loss from the insurance company.

### **Annual Drawl**

The anticipated annual transportation shall be as per the RC details. However, no guarantee can be given for minimum or maximum transportation of consignment during the currency of the contract of the contract. No claim from the vendor in this regard will be entertained.



**TAT (TURN AROUND TIME) CHART: FOR AIR**

(NO. OF DAYS)					
ZONE	NORTH	EAST	CENTRAL	WEST	SOUTH
NORTH	4	4	4	4	4
EAST	4	4	4	4	4
CENTRAL	4	4	4	4	4
WEST	4	4	4	4	4
SOUTH	4	4	4	4	4

**TAT (TURN AROUND TIME) CHART: FOR SURFACE**

(NO. OF DAYS)					
ZONE	NORTH	EAST	CENTRAL	WEST	SOUTH
NORTH	5	8	7	6	9
EAST	8	5	8	9	9
CENTRAL	7	8	5	6	6
WEST	6	9	6	5	7
SOUTH	9	9	6	7	5

- (a) **Placing of Orders.** The requisition slip will be placed through fax/e-mail with details of destination, dimensions, weight & preferred mode of dispatch (surface/air).



(b) **Pick up of Consignments.** Item has to be picked up by vendor within one working day from the date intimated in the requisition slip. The agency representative of the vendor will pick up the items from the premises of our customer anytime between 0800h to 1800h. **For the purpose of calculation of transit period, the day of pickup and delivery will not be counted.** Delay in picking up consignment will be counted towards calculating LD.

- **Loading/ Offloading.**

Loading and Unloading of the consignment at the starting station and the destination will be undertaken our customer. Advance intimation by the vendor to Consignee or their authorized representative is essential for arranging timely offloading of goods. Any deterioration/ damage to stores during transit due to improper lashing/covering would be sole responsibility of the vendor and he is liable to make good the loss, if any.

- **Tracking of the Consignment.**

At the time of commencement of contract, the vendor should have electronic/ digital system wherein the consignee and consignor can enter the details of CN No., date of pickup, receipt etc. and track the movement of consignment at all times.

- **Terms of Delivery.**

The stores are considered to have been delivered only when these are **handed over to the consignee & clear receipt** is obtained

- **Security.**

The Vendor shall ensure to maintain the safety/secretcy of the goods which have been transported during the course of rendering their services. They shall not inform or part with any information with regard to the content of the



cargo, cargo movement and delivery pick-up address to any person under any circumstances and fulfill their duties diligently and trustfully.

- **Authorized mode of travel.**

The Vendor shall use air or road modes of transport only. Use of rail mode for any part of route is prohibited.

- **Non-disclosure of Contract documents.**

Vendor or any other party shall not disclose the Contract or any precision, specification, plan, design, pattern, sample or information thereof to any third party.

- **Liquidated Damages (LD).**

(a) In the event of the Vendor's failure to deliver consignments as specified in this contract, the Buyer may, at his discretion, withhold any payment until the completion of the Services. The Buyer may also impose LD of 1% of the freight value (before application of taxes) for every day of delay subject to a maximum of 20% of freight values in case consignment is delayed beyond stipulated transit time.

(b) **A fixed penalty of Rs. 2000/- (Rupees Two Thousand Only) shall be paid by/ recovered from the Vendor in each case of failure to pick up the consignment altogether as per requisition slip. Non pick up by Vendor within 10 days from date of pick up as per requisitions slip will be considered as failure to pick up altogether by vendor. In case of non pick up of consignments for the second time from the same consignor location then, a penalty of additional Rs 500/- over and above the fixed penalty i.e. (Rs. 1000+Rs. 500 = Rs.1500) shall be levied on the vendor. In case of further recurrence of no pick up, then a penalty of additional Rs. 1000/- over and above the fixed penalty i.e. (Rs. 2000+ Rs.1000 = Rs.3000) will be levied for each case of subsequent non pick up.**

(c) **Error in dispatch or delivery.** In case the Vendor erroneously dispatches the consignment to any place other than that mentioned in the requisition



slip, he is to bear the cost of correcting the error. He is liable to deliver only at that address which is mentioned in the requisition slip. Returning the consignment to consignor, for any reason, will only be accepted, but not paid for.

**Note:** Tenderer should be in a position to produce all the original documents as and when required by Balmer Lawrie & Co Ltd.

Tender not meeting the tender terms & conditions or in-complete in any respect or with any addition, deletion or modification are liable to be summarily rejected without any further communication to the tenderer and decision of the company in this respect will be final & binding.

Price bid to be submitted online only as per format available in portal, and under no circumstances shall be submitted in physical form.

#### **6. AWARD OF CONTRACT**

Work will be allotted to L1 bidder. The L1 bidder shall be determined on an overall basis taking into consideration all the sectors in the price bid, and negotiation carried out. However the company reserves the right to award the contract to more than one bidder, and the company's decision shall be final and binding on all the parties.

The company reserves the right to extend the contract for a further period of 3 (Three) months with the same rate, terms and conditions from the date of expiry of the contract.

#### **7. PERIOD OF CONTRACT**

The work order awarded against this tender shall remain valid for a period of 2 years at the same rate, terms and conditions from the date of expiry of the contract.

#### **8. VOLUME OF WORK**

The quantities provided are indicative. The company does not give any guarantee as to the exact amount which may vary at the time of actual shipment (lower or



higher side) than the indication provided. No claim shall be entertained in the event of the volume of work substantially lower.

Vendor contract shall arrange at his own cost necessary permits, etc. requires for his staff, vehicles are etc for movement of consignment to /from site.

Additionally vendor contractor shall bear all cost /complete all formalities with RTA and other authorities for smoother movements of the vehicles enroute on time.

The vendor shall hold the company harmless and indemnified from and against claims, charges and cost for which company may be held liable under the Workmen's Compensation Act, 1923 or any other act/statue.

#### **9. VALIDITY OF OFFER**

The quotation / price bid submitted shall be valid for a period of 180 days from the date of opening of the bids received

#### **10. TAXES:**

Taxes / GST will be payable extra as per Govt. of India rule.

#### **11. RISK PURCHASE / TERMINATION**

- **Failure to place vehicle:**

In case if failure of the Vendor to place required vehicle on time/arrange transportation. Balmer Lawrie & Co Ltd.

Reserves the right to utilize the services of any other vendor without notice at the risk and cost of the contractor and to recover charges and expenses in excess of the contractual obligations, the work shall be complete at the risk of the contractor and cost through alternative sources / arrangement. This will be without prejudice to the right of BL for any other action including termination.



• **Delay in placement if vehicle & delivery upto the unloading point:**

The vendor should place vehicle at loading point as per requirement and lift & deliver the consignment within 20 days of written requisition to them / issuance of Lol/Work order, Liquidated Damage clause will be implemented @ 1 % of contract value for each week of delay or part thereof. The LD shall be limited to 10% of contract value.

**CONSIGNMENT LOST IN TRANSIT**

When a consignment is lost in transit and not delivered to the site/receiver within the specified period of time, the responsibility for loss of such consignment would entirely lie on the transport carrier. the value of such loss to the company, shall be entirely payable by the transport carrier and shall recovered @ 110% of the landed cost for the material , irrespective whether the company has insured the consignment against such loss or not. it would be entirely at the company's discretion, whether to file a claim on Insurance Company for such loss or not. in other words carries would be fully responsible to make good such loss to blamer Lawrie & Co Ltd.

**CONFIDENTIALITY**

Your appointment is subject strict confidentiality being maintained with regard to all the tasks assigned to you, and if it is found that there is any breach of confidentiality clause, the company may immediately terminate the contract and company's decision in this regard will be final and binding.

**TERMINATION OF CONTRACT**

The Company reserves the right to accept or reject any tender without assigning any reasons thereof. Bids of any bidder may be rejected a conflict of interest between the bidder and the Company is detected at any stage.

Right of acceptance / rejection

M/s Blamer Lawrie & Co Ltd reserves the right to accept or reject any or the lowest tenderer either in part or in full without assigning any reason whatsoever.



**12. ARBITRATION**

BL/LS/DEL/TRANS/JAN01/2020

All questions, disputes and differences arising under or in relation to this Enquiry /Agreement shall be referred to the sole arbitration of the C&MD of Balmer Lawrie & Co Ltd (Company). If such C&MD is unable or unwilling to act as the sole arbitrator, the matter shall be referred to the sole arbitration of some other officer of the company by such C&MD in his place, who is willing to act as such sole arbitrator. It is known to the parties herein that the arbitrator appointed hereunder is an employee of the company and may be shareholder of the company. The arbitrator to whom the matter is originally referred, whether the C&MD or officer, as the case may be, on his being transferred or vacating his office or being unable to act, for any reason, the C&MD, shall designate any other person to act as arbitrator in accordance with the terms of the enquiry/agreement and such person shall be entitled to proceed with the reference from the stage at which it was left by the predecessor. It is also the term of this Enquiry/Agreement that no person other than the C&MD or the person designated by the C&MD as aforesaid shall act as arbitrator. Agreement and provisions of the Arbitration & Conciliation Act, 1996, or any statutory modification or re-enactment thereof and the rules made there-under and for the time being in force shall apply to the arbitration proceedings under this clause.

**13. FORCE MAJEURE CLAUSE**

Neither the company nor the vendor shall, in any way be held liable for non-performance either in whole or in part of this agreement or for any delay in the performance thereof in consequence of the following:

Declared Strike / Bandhs	- Revolution
Lockout	- Wars
Natural Calamities	- Acts of enemies of the site
Decrees of any Government or-Government Authority	- Riots

Any reason other than the above will not be considered as Force majeure condition

As soon as the cause of Force Majeure has been removed the party whose liability to perform its obligation has been affected shall notify the other of such cessation and inform the other party through such notice the actual delay incurred in such affected





activities. Any such event which is Force Majeure, wherever it occurs, provided that it prevents, affects or delays the parties in performing contractual obligation shall justify the affected parties claim of Force Majeure.

#### **14. PROCEDURE FOR ONLINE BID SUBMISSION**

Interested parties are requested to visit our e-procurement portal <https://blamerlawrie.eproc.in> and submit their bids online.

Bidders are required to submit hard copies of necessary documents mentioned above under the clause Eligibility Criteria of the tender document (stamped and signed) to the Tender Inciting Authority before due date and time of the Tender bid either personally or through courier or by post, and the receipt of the same within the stipulate time shall be the responsibility of bidder. The department shall not take any responsibility for any responsibility for any delay or non-receipt.

For registration and online bid submission bidders may contact HELP DESK of CI INDIA PVT LTD (between 10 am- 6 pm), Contact Details of CI india is as follows. (Monday to Friday)

<b>HELPDESK NOS ARE OPEN BETWEEN 1000 HRS to 1830 HRS <u>IST</u></b> (MONDAY TO FRIDAY (Exclusions: Balmer Lawrie HOLIDAYS))			
Please email your issues before your call helpdesk. This will help us serving you better.			
<b>Balmer Lawrie &amp; Co Ltd. , 21, Netaji Subash Road, Kolkata - 700 001</b>			
<b>Dedicated email : <a href="mailto:blsupport@c1india.com">blsupport[at]c1india[dot]com</a></b>			
<b>Dedicated Helpdesk for Balmer Lawrie</b>			
<u>Contact Person</u>	<u>E-Mail ID</u>	<u>Tel. No.</u>	<u>Helpdesk Nos are open</u>
1. Mr. TirthaDas (Kolkata)	<a href="mailto:tirtha.das@c1india.com">tirtha.das@c1india.com</a>	+91-9163254290	MON - FRI
2. Mr. CH. Mani Sankar (Chennai)	<a href="mailto:chikkavarapu.manisankar@c1india.com">chikkavarapu.manisankar@c1india.com</a>	+91-6374241783	MON - SAT
3. Ms. Ujwala Shimpi (Mumbai)	<a href="mailto:ujwala.shimpi@c1india.com">ujwala.shimpi@c1india.com</a>	+91-22-66865608	MON - FRI
4. Helpdesk Support (Kolkata)	<a href="mailto:blsupport@c1india.com">blsupport@c1india.com</a>	+91-8017272644	MON - SAT
<b>Escalation Level 1</b>			



# Balmer Lawrie & Co. Ltd.

(A Government of India Enterprise)

Mr. Tuhin Ghosh	tuhin.ghosh@c1india.com	+91-8981165071
<b>Escalation Level 2</b>		
Mr. Sandeep Bhandari	sandeep.bhandari@c1india.com	+91-8826814007
<b>Escalation Level 3</b>		
Mr. Achal Garg	achal.garg@c1india.com	
<b>In case, you are unable to get in touch with any of the Technical Support Associates, kindly drop a mail at <a href="mailto:blsupport@c1india.com">blsupport@c1india.com</a> mentioning your Name and Mobile No. One of our associates will get back shortly.</b>		

Registered vendors who do not have digital certificate would need to procure CLASS IIB or CLASS III (SIGNING and ENCRYPTION) from their own source from any Certifying Authority.

## **15. Special Note**

- Bids can only be submitted before the last date and time of submission as per the date and time mentioned in the e-tender, Resubmission (if required) of bid should be completed within the stipulated date and time. The system time (IST) that will be displayed on e-tendering web page shall be the time and no other time shall be taken into cognizance.
- Bidders are advised in their own interest to ensure that bids are uploaded and submitted successfully in e-tendering system well before the closing date and time of bid.
- No Printed or posted Price Bid / offers shall be accepted. The Price bid to be strictly submitted on-line.
- Balmer Lawrie does not take any responsibility in case bidder fails to upload the documents within specified date & time of tender submission.
- Bidders are required to provide correct "E-Mail address" and "Mobile No" for receiving updates related to e-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 the e-Procurement platform. The Company calling for tender shall not be responsible for any claims/ problems arising out of this.



**16. EVALUATION CRITERIA & PRICE BID ISSUES**

- **Evaluation Criteria.** The board guidelines for evaluation of Bids will be as follows:
  - a) Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements.
  - b) In respect of Two-Bid system, the Technical Bids forwarded by the Bidders will be evaluated by the Buyer with references to the requirements as mentioned in tender terms and conditions. The Price Bids of only those Bidders will be opened whose Technical Bids would clear the Technical evaluation.

**17. Price Bid Format.** The rates are to be quotes as per price bid format mentioned at **Annexure "II"**.



**Annexure "I"**

**LIST OF ZONE WISE DESTINATIONS**

**All India geographical region covered under Indian state or union territory are part this contract.**

North	East	West	South	Central
Jammu & Kashmir	Jharkhand	Rajasthan	Goa	Maharashtra
Himachal Pradesh	Bihar	Gujrat	Karnataka	Madhya Pradesh
Uttrakhand	West Bengal	Daman & Diu (U/T)	Telangana	Chhattisgarh
Punjab	Assam	Darda & Nagar Haveli (U/T)	Andhra Pradesh	Odisha
Haryana	Arunachal Pradesh		Tamilnadu	
Uttar Pradesh	Mizoram		Kerala	
Delhi and NCR	Tripura		Puducherry	
Chandigarh (U/T)	Nagaland			
	Sikkim			
	Manipur			
	Meghalaya			



**Annexure "II"**

**Price Bid Format**

<b>BY AIR : +35kg and/or 1.5Mtr but less than 100 kg and dimension of L48"xb52"xH34" for air mode,</b>						
<b>Rs. PER KG (Without GST)</b>						
Zone	East	Central	West	South	North	Total
EAST						
CENTRAL						
WEST						
SOUTH						
NORTH						
<b>SUM TOTAL (Without GST)</b>						<b>A=</b>

<b>BY SURFACE : +35kg and/or 1.5Mtr (in any dimension) for surface mode but less than full truck load.</b>						
<b>Rs. PER KG (Without GST)</b>						
Zone	East	Central	West	South	North	Total
EAST						
CENTRAL						
WEST						
SOUTH						
NORTH						
<b>SUM TOTAL (Without GST)</b>						<b>B=</b>

**Note :** Lowest total of (A+B) shall be considered for L1 consideration.

GST will be applicable at actual additionally and % needs to be mentioned in note.



**Balmer Lawrie & Co. Ltd.**  
(A Government of India Enterprise)

BL/LS/DEL/TRANS/JAN01/2020

***Annexure III***

**Vendor Undertaking**

We have studied the tender document carefully and have quoted our rates in accordance with the terms and conditions as laid down in the tender document. We also confirm to have accepted all terms and conditions mentioned herein.

Place:

Date:

(Signature of the tenderer with seal)