



बामर लॉरी एण्ड कं. लि.
BALMER LAWRIE & CO LTD.
(भारत सरकार का एक उद्यम)
(A Government of India Enterprise)
लॉजिस्टिक सेवा विभाग/Logistics Services Division
21, नेताजी सुभाष रोड/21, Netaji Subhas Road
कोलकाता/Kolkata : 700 001.

निविदा सं./Tender Enquiry No. BL/LS/KOL/015/19-20

दिनांक/Date: 14th February 2020

निविदा में भागीदारी के लिए हमारी वेबसाइट <https://balmerlawrie.eproc.in> देखें

For participation in this Tender please visit our website <https://balmerlawrie.eproc.in>

Hiring of fully covered van Tata Ace or similar kind vehicle on monthly basis for transportation of general cargo in various location within West Bengal to and from Kolkata International Airport.

निविदा नियत तिथि :

Tender Due Date : 24th February 2020

निविदा नियत समय :

Tender Due Time : 1400 hours

Limited Tender / Double Bid System.

Bids to be accepted from Registered Vendors only (Limited Tender).

Online bids are invited from reputed and reliable vendors for the following scope of work.

Interested Parties / Bidders are required to upload and submit the scan copies (signed & stamped) of followings documents (Eligibility Criteria) at the above-mentioned web portal under Technical Bid option on or before tender due date & time, to proof their eligibility for this tender.

ELIGIBILITY CRITERIA

The scanned copies of following documents must be uploaded at appropriate link in our e-tendering system as part of the technical/commercial bid submission.

- Authorization Letter authorizing the person who has signed the tender to act and sign on behalf of the company.
- The bidder must have the required vehicle in its own name. (Copy of RC and valid necessary documents to be provided).
- The bidder should not have been black listed in any of the PSU's or private organizations and a self-certification to this affect would need to provide in letter head. The company may verify such certification and if found during such verification that the statement is not true, the bid of the party will be rejected without any further reference to them.
- The Transportation bidding shall be covered by the Motor vehicles Act and age of Vehicle placed for contract should not exceed 15 Years. (Self Declaration to be provided)

- e. Each Page of the Tender Documents must be signed by the legally authorized representative of the tenderer, with the official seal, for having fully read and understood the terms and conditions of the tender.

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

Tenderer 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.

SUBMISSION OF ON-LINE BIDS

The bids should be submitted in 2[two] separate parts entitled as:

[A] Techno Commercial Bid [Unpriced]

and

[B] Price Bid

The Price Bid attached in excel form needs to be filled. The filled sheet to be printed out, signed & stamped on it and upload the same in PDF form in the system under Price Bid envelope. The Price bid under no circumstances shall be submitted in physical form.

Do not merge and upload the price bid along-with technical document.

TENDER OPENING

UNPRICED [TECHNO-COMMERCIAL] BID OPENING

Techno-Commercial Bids will be opened online as per the Tender Calendar at 1430 hrs on same day of closing of tender.

PRICE BID OPENING

After opening and processing of the Technical Bid, Price bid will be opened.

Note : Price-bids of only those tenderers, who fulfill the above Compulsory criteria, will be opened.

SCOPE OF WORK

Transportation of General Cargo in fully covered van Tata Ace or similar kind vehicle in various location within West Bengal to and from Kolkata international Airport along-with unloading of cargo at destination. – REFER PRICE BID ANNEXURE-I & II

Tenderers biddings for Price Schedule must bid for all the item in the Price Schedule.

SECURITY DEPOSIT (SD) :

Successful bidder on award of the contract will have to submit Security Deposit of 10% of Work Order value or as derived by the sanctioning authority by Demand Draft/Pay Order from any Nationalized/ Schedule Bank drawn in favor of Balmer Lawrie & Co. Ltd. payable at Kolkata or by on-line bank transfer through NEFT/RTGS/IMPS mode or Bank Guarantee for an equivalent amount from any Nationalized Bank valid till the tenure of the contract within 15 days from the date of issuance of LOI. In case of non-submission of required security deposit within time slot then required Security Deposit (SD) will be built by deducting from the bills submitted at once / through multiple bills or In case the successful bidder so desires, required Security Deposit (SD) may be built upon by deducting five percent (10 %) from the bills submitted.

Only the format given by the company in this regard to be used for submitting Bank Guarantee.

The Security Deposit shall bear no interest and would be refunded by Cheque/Demand Draft/Direct Bank Transfer after completion of the contract on written request from the contractor subject to satisfactory performance.

BANK DETAILS FOR ONLINE PAYMENT OF SD:

Beneficiary Name : Balmer Lawrie & Co Ltd
Bank Name : Standard Chartered Bank
Branch Address : 19 N.S Road, Kolkata - 700001
Bank Account No : 33105215297
IFSC Code : SCBL0036008

Security Deposit is liable to be forfeited in the event of :

- a) Withdrawal of order during validity period of the contract
- b) If the service of the successful bidder is found to be unsatisfactory and fails to adhere to our tender terms and condition.
- c) Any unilateral revision made by the successful bidder during the validity period of the contract.

AWARD OF CONTRACT

Work will be allotted to L1 bidder only. Splitting of contract is not possible in this tender..

The company reserves the right to extend the contract for a further period of 6 (Six) months with the same rate, terms and conditions from the date of expiry of the contract.

MSME BENEFIT :

As per GOI instruction, MSME vendor/s will be given the option to match the L1 rate for the supply of goods or services for the pre-determined quantity of minimum for 25% of the total tender value/quantity if their quoted rate is / are in the range of +15% higher from L1 rate. Such MSME vendors are required to quote & submit their UAM (Udyog Aadhar Memorandum) identification number along with their bid, failing which such bidders will not be eligible to enjoy the said benefits as per procurement policy for MSMEs.

The above such benefit is applicable subject to operational viability of splitting of such order.

PERIOD OF CONTRACT :

The work order awarded against this tender shall remain valid for a period of 2 year with an extension of another 6 months at the same rate and terms & conditions from date of issuance of Work Order / Letter of Intent.

SPECIAL CLAUSE :

The contractor shall obtain clean consignment notes, receipt without qualifying remarks. A set of shipping documents shall also be handed over to the consignee under written acknowledgement on the LR.

Transport contractor shall arrange at his own cost necessary permits, etc require for his staff, vehicles crew etc for movement of consignment to/from Kolkata Airport.

Additionally transport contractor shall bear all cost / complete all formalities with airport and other authorities for smoother entry and exit of vehicles at airport.

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

VALIDITY OF OFFER FOR ACCEPTANCE:

The quotation submitted shall be valid for a period of 60 days from the date of opening of the bids received.

FREE TIME:

Not applicable.

DETENTION CHARGES:

Not applicable.

PRICE ESCALATION / DE-ESCALATION :

No Escalation / De – Escalation shall be allowed, whatsoever.

PAYMENT TERMS :

The contractor shall submit the bills on MONTHLY BASIS only. Payment will be released within 30 days from the date of submission of bills as per office record. Necessary supporting documents to be submitted along-with bills.

TAXES :

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

CONSIGNMENT LOST IN TRANSIT :

When a consignment is lost in transit and not delivered to the Airport/consignee within a reasonable period of time, the responsibility for loss of such consignment would be entirely on the transport carrier. The value of such loss to the company, shall be entirely payable by the transport carrier and shall be recovered @ 110% of the landed cost of the material at kolkata out of the pending freight bills of the carrier, irrespective whether the company has insured the consignments 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 carriers would be fully responsible to make good such loss to Balmer Lawrie & Co Ltd.

The transporter shall be entirely responsible for safe handling, security of goods while in transit and delivery in good condition. The cost of the damage if any will be recovered from the transporter, irrespective of whether the company has insured the consignments against such loss or not.

CONFIDENTIALITY

Your appointment is subject to 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.

FORCE MAJEURE

The contract is subject to force majeure conditions like war, riot, strikes, lock out, accidents, fires, tempest, flood, Government orders or restrictions imposed by Government and/or causes beyond the control of BL/Contractor. Transporter to give immediate intimation to the company on occurrence of such Force Majeure Conditions with specific details on date of commencement of such Force Majeure Conditions and documentary evidence (FIR etc) thereof , anticipated duration of the same and the nature of such Force Majeure Conditions.

TERMINATION OF CONTRACT

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

The company also reserves the right to terminate the contract for unsatisfactory performance, dissemination of information, or for any other reason in the event of which you shall not be entitled to any compensation whatsoever.

RIGHT OF ACCEPTANCE / REJECTION

M/s Balmer 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.

ARBITRATION

Any dispute or difference whatsoever arising between the parties out of or relating to the construction, interpretation, application, meaning, scope of operation or effect of this contract or the validity of the breach thereof, shall be settled by arbitration in accordance with the Rules of Arbitration of the " SCOPE Forum of Conciliation and Arbitration " and the award made in pursuance thereof shall be binding on the parties. The award of the Arbitrator so appointed by the Chairman and Managing Director, Balmer Lawrie & Co. Ltd shall be final and conclusive and binding on all parties to the

agreement subject to the Provisions of the Indian Arbitration Act 1940 and the rules there under and any statutory modification or re-enactment thereof deemed to apply to the Arbitration proceedings under this clause.

The contract shall be governed by Indian Law, and subject to the exclusive jurisdiction of courts in Kolkata. Notwithstanding the existence of any arbitration in terms thereof, or otherwise the contractor shall continue and be bound to continue and perform the works to the completion in all respects according to the contract [unless the contract or works be determined by the Company] and the contractor shall remain liable and bound in all respects under the contract.

PROCEDURE FOR ONLINE BID SUBMISSION

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

Bidders are required to submit scan copies of necessary document mentioned above under the clause Eligibility Criteria of the tender document (stamped and signed) to the appropriate above link before due date and time of the Tender. The department shall not take any responsibility for any delay.

For registration and online bid submission bidders may contact HELP DESK of C1 INDIA PVT LTD (between 10am – 6pm), Contact Detail of C1 India is as follows. (Monday to Friday)

HELPPDESK NOS ARE OPEN BETWEEN 1000 HRS and 1830 HRS IST (MONDAY TO FRIDAY (Exclusions: Balmer Lawrie HOLIDAYS))		
Please email your issues before your call to helpdesk. This will help them serve you better.		
Contact Nos. and email IDs for Balmer Lawrie helpdesk officers		
Name	E-mail	Phone Numbers
Tirtha Das (Kolkata)	tirtha.das@clindia.com	+91-9163254290
Tuhin Ghosh (Kolkata)	tuhin.ghosh@clindia.com	+91-8981165071
CH. Mani Sankar	chikkavarapu.manisankar@clindia.com	+91-8939284159
Sachin Toraskar	sachin.toraskar@clindia.com	+91-022-66865610

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.

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 requested 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 tenders shall not be responsible for any claims/problems arising out of this.

CONTACT PERSON

For any clarification / queries you may please contact Shri Bappa Misra, Manager - Operation, Logistic Department, Balmer Lawrie & Co. Ltd., Kolkata - 700001, Phone : (033) 22225457

Please acknowledge receipt and confirm your participation in this tender.

Yours faithfully,
for BALMER LAWRIE & CO. LTD.

Bappa Misra
Manager - Operation, Logistics
21, N.S. Road, Kolkata – 700001
Tel : 033 22225457

1. Submission of credentials and Tender bids through e-mail or Fax will not be accepted.
2. Bids of any tenderer may be rejected if a conflict of interest between the bidder and Company (Balmer Lawrie) is detected at any stage.



BALMER LAWRIE & CO LTD.
(A Government of India Enterprise)
SBU : Logistics Services-Kolkata

PRICE BID

(To be filled, signed & stamped and uploaded online only)

Tender Enquiry No. BL/LS/KOL/015/19-20

Name of Work: Hiring of fully covered van Tata Ace or similar kind vehicle on monthly basis for transportation of general cargo in various location within West Bengal to and from Kolkata International Airport.

NAME OF THE FIRM/BIDDER:

ANNEXURE-I (VEHICLE HIRING CUM TRANSPORTATION CHARGE)

SL NO	PARTICULARS	HIRING PERIOD (MONTHS)	FIXED MINIMUM MONTHLY CHARGES FOR 1000 KILOMETER	TOTAL(RS)	PER KM RATE FOR BEYOND 1000 KILOMETER
1	Vehicle hiring cum transportation Charges	24.00			
TOTAL					

ANNEXURE-II (LABOUR CHARGES FOR UNLOADING OF MATERIALS AT DESTINATION)

SL NO	WEIGHT SLAB (KGS)	RATE PER CONSIGNMENT BASIS (RS)
1	1-50	Free Unloading
2	51-100	
3	101-250	
4	251-500	
5	501-700	
TOTAL		

**GRAND TOTAL
(ANNEXURE-I & II)**

Note : Vehicle hiring cum transportation charges must include the cost of Driver, fuel, vehicle maintainance etc. Only Toll tax and Airport parking charges will be paid at actual on production of receipt.