

(Regd. Office: 21, N.S.Road, Kolkata-700001)

Associate Services,

628, Anna Salai, Teynampet, Chennai -18

TENDER NO: BL/AS/MAN/CCTV/LT/201920/0035, Dated 07.03.2020

Due Date: 17.03.2020

SUB: TENDER ENQUIRY FOR SUPPLY & INSTALLATION OF SURVEILLANCE SYSTEM (CCTV CAMERA) AT BL ASSOCIATE SERVICES CITY OFFICE, CHENNAI

INTRODUCTION

Balmer Lawrie & Co. Ltd is a Mini-Ratna-I Public Sector Enterprise under the Ministry of Petroleum & Natural Gas, Government of India along with its six joint ventures in India & abroad. Today it is a much-respected transnational diversified conglomerate with presence in both manufacturing and service sectors. Balmer Lawrie is a market leader in Steel Barrels, Industrial Greases and Specialty Lubricants, Corporate Travel and Logistic Services. It also has significant presence in most other business. It operates, viz, Performance Chemical, Logistic Infrastructures etc. In Industrial Packaging, we are the leading manufacturer of MS Drums, holding the largest market share in India. The Company has a distributed manufacturing base with factories in Mumbai, Chennai, Chittoor, Silvassa, Asaoti, Kolkata and Talaja. Our Plants are ISO Certified and conform to Safety, Health and environment norms.

Balmer Lawrie & Co. Ltd., Associate Services invites **SINGLE BID Tender** for **Supply & Installation of Surveillance System (CCTV Camera)** at Balmer Lawrie & Co. Ltd., City Office, Balmer Lawrie House, 628, Anna Salai, Teynampet, Chennai – 600 018.

The Tender Document can be downloaded from www.balmerlawrie.com. Contact details for any clarification over the tender for participation.

FORMAT OF TENDER DOCUMENT CONSISTS OF:

- A. Instruction for bidders
- B. Tender Base Information
- C. Technical Specification / Nature of Work
- D. Commercial and Regulatory Terms & Conditions
- E. General Terms & Conditions (Annexure- I)
- F. Schedule of Requirement (Annexure-II)
- G. PRICE BID Format/ Award Of Contract (Annexure –III)
- H. Code Of Conduct For Vendors (Annexure –IV)
- I. HSE Requirements By Contractors (Annexure – V)

The bidder is expected to examine the Tender documents, including all instructions, forms, General Terms & Conditions, Special Terms & Conditions, Technical Specifications and other documents and to fully familiarize itself with the requirements of the bidding documents. Failure to furnish all the information required by the Bidding Documents or the submission of a bid not

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substantially responsive to the Bidding Documents in every respect may result in the rejection of the Bid.

A.Instructions for Bidders:

Hard Copy tenders documents should be submitted in a single sealed envelope marked “Tender for Supply & Installation of Surveillance System (CCTV Camera) at Balmer Lawrie & Co. Ltd., City Office, Balmer Lawrie House, 628, Anna Salai, Teynampet, Chennai – 600 018”.as per detailed specification contained in Annexure- I.

Salient Features of Tender:

- i. Tender Type – **Limited Tender- Bidders** has to participate in this tender through Balmer Lawrie website www.balmerlawrie.com
- ii. Tender Category – **SINGLE BID TENDER** (The tender document consists of **Price Bid**)
- iii. Evaluation Type - **Item-wise: Prices are compared at individual item level.**
- iv. **Please Refer to Annexure – I for detailed Scope of Work & Schedule of Requirement.**

Tender Details:

Tender Documents consists of **Priced Bid, Tender Details, and Terms & Conditions.**

The bidder is requested to download the tender document from the company website and read all the terms and conditions mentioned in the tender document and seek clarification if in doubt from the Tender Inviting Authority.

The bidder has to keep track of any changes by viewing addendum / corrigendum issued by the tender inviting authority on time – to – time basis on the company website. The Company calling for tenders shall not be responsible for any claims/ problems arising out of this.

Tender Submission:

The bidder should complete all the processes and steps required for bid submission.

M/s. Balmer Lawrie & Co Ltd., will not be responsible for incomplete bid submission by users. All correspondence shall be addressed to the office of **Associate Vice President - HR (SR) M/s. Balmer Lawrie & Co Ltd.,No.628, Anna Salai, Teynampet Chennai – 600 018 Land Line : 044- 24302555.** Hard Copy tender documents should be submitted in a single sealed envelope marked “Tender for Supply & Installation of Surveillance System (CCTV Camera) at Balmer Lawrie & Co. Ltd., City Office, Balmer Lawrie House, 628, Anna Salai, Teynampet, Chennai – 600 018”.on the below mentioned address:

M/s. Balmer Lawrie & Co. Ltd.,
Blamer Lawrie House,
628, Anna Salai, Teynampet,
Chennai- 600018.

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Important Points to Note:

- i. **Due date for Price Bid submission (17.03.2020) at 17:00 hrs.**
- ii. All documents required in the tender can be deposited in the Tender Box at Chennai addresses **AVP - HR (SR) M/s. Balmer Lawrie & Co Ltd., No.628, Anna Salai, Teynampet, Chennai – 600 018.**
- iii. The term “**BL**” wherever mentioned in the tender document refers to “**Balmer Lawrie & Co. Ltd.**”
- iv. **BL would be the Purchaser. The successful bidder will be the Service provider.**
- However, in case of your firm is already Registered / Approved Vendor of Balmer Lawrie & Co. Ltd., at any SBU in India, then the registration details your firm may be provided well prior to the due date of this tender to the Tender Inviting Authority.
- On scrutiny of your firm’s credentials the Tender Inviting Authority may permit your firm to participate in the Tender if found suitable.
- This document is the Tender.
- The Acceptance of the Order by the successful bidder will form the contract.
- v. **NOTE: - Bidder having MSME/NSIC Registration needs to attach copy of valid Certificate applicable for the tendered service.**

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 BL's Website. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

Bid Validity:

The Price Bid submitted by bidder shall remain valid for a period of **60 days** from the date of opening of the Price Bid.

Bid Rejection Criteria:

A bid may be rejected if

- The deviations from the terms mentioned in the document affects in any way the scope, quality and performance.
- Conflict of interest between the bidder and the Company is detected at any stage.

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Clarification:

Clarifications that the Bidder needs to have on the tender specification can be sought from BL in writing within one week from the date of issue of this enquiry. All clarifications shall be by e-mail
(Only email queries shall be replied)

Complete Scope of Work:

The complete scope of work has been defined in Technical Specification & Nature of work. Only those bidders who take responsibility and bid for the complete scope of work may be considered for further evaluation.

Tender Document and Deviations:

It is expected that bidders will submit bids based strictly on the terms and conditions and specifications contained in the bidding documents and will not stipulate any deviations. **Deviation from technical specifications, as given in the Tender Document would invite immediate dis-qualification from further consideration of the bid.**

The GST Registration of **Balmer Lawrie & Co. Ltd.**, Chennai is **3AABCB0984E1Z2**.



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B. Tender Base Information

1.	Tender No.	:	BL/AS/MAN/CCTV/LT/201920/0035, Dated 07.03.2020
2.	Tender Title	:	Supply & Installation of Surveillance System (CCTV Camera) at BL City Office, Chennai.
3.	Tender Description	:	Supply and Installation of Surveillance System
4.	Tender Type (NCB / ICN / Limited) (National Competitive Bidding–NCB, International Competitive Bidding–ICB)	:	LIMITED
5.	Factory / Division	:	Associate services, City Office Chennai-600018.
6.	Currency (India Rupees / U S Dollars)	:	INDIAN RUPEES
7.	Section / Sub-division	:	-
8.	Tender Category (Single Bid/ Two Bid/ EOI)	:	SINGLE BID TENDER
9.	Evaluation Type:	:	ITEM-WISE
10.	Tolerance Of BoQ	:	2 Nos / 10 %
11.	Estimated Value (min)	:	N.A.
12.	Estimated Value (max)	:	N.A.
13.	Payment Level (Tender Level / Item Level)	:	TENDER LEVEL
14.	Currency of payment	:	Indian Rupees (INR)
15.	EMD Amount	:	-
16.	Payment Mode	:	-

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C. CCTV City Office Tender BoM with Technical Specification & Nature of Work

S.No	Particulars	Qty
1.	1/2.8" Progressive CMOS, ICR, Color: 0.028 Lux @ (F2.0; AGC ON), 0lux with IR, 1920x1080:25fps(P)/30fps(N), H.265+/H.265/H.264/MJPEG, DC12V & Poe, 3D DNR, BLC, IR: up to 40m, Support on-board card slot	2 No's
2.	1/2.8" Progressive CMOS, ICR, Color: 0.028 Lux @ (F2.0; AGC ON), 0lux with IR, 1920x1080:25fps(P)/30fps(N), H.265+/H.265/H.264/MJPEG, DC12V & Poe, 3D DNR, BLC, HLC, IR range: up to 40m, Support on-board storage, 3-Axis Adjustment."	3 No's
3.	8 Channel NVR 60Mbps Bit Rate Input Max (up to 8-ch IP video), 1 SATA interface, standalone 1U-case	1 No
4.	CAT6 Copper Cable including cable laying PVC pipe screw and clamp set	450 Mt
5.	4TB HARD DISK ,Intellipower,3.5"	1 No
6.	6U Wall mount rack with all accessories	1 No
7.	Clamp Screw and other accessories	1 Lump
8.	4"x4" Back Box for camera fixing	5 No
9.	32" TV with two HDMI , VGA and USB Output with VGA cable and standard accessories	1 No
10.	8 Port Gigabit Power Over Ethernet Switch	1 No
11.	Installation and Commissioning Charges	1 Lump

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OTHER DETAILS.

1. The successful bidder shall provide Design & Drawing of the **general arrangement of the camera's to be located along with route** for Company's approval prior to manufacturing.
2. The successful bidder scope shall be to Supply, Installation, Testing, and Commissioning of system.
3. The successful bidder shall supply all material required for the above work.
4. The successful bidder shall meet on their own expenses for associated work carried out towards travel for site inspection travel, boarding / lodging etc.
5. All Statutory Inspection / Approvals if any as required shall be to scope of the Company.
6. The bidders if in doubt may **visit our office at Teynampet, Chennai in person during office hours to get them clarified** on the above work/ requirement in detail well before the due date of this tender.

D. Commercial and Regulatory Terms & Conditions

1.	The term " Company (or) BLCL " wherever mentioned in the tender document refers to " Balmer Lawrie & Co. Ltd. "
2.	The term " bidder / Vendor / Supplier " means the firm or company with whom the order is placed and shall be deemed to include the bidder, successors, representatives, heirs, executors and administrators duly approved by the company.
3.	Period of Contract: i. Delivery: Within 10 Days from the date of receipt of approved purchase order / Design & Drawing. ii. Installation & Commissioning: Within 20 days of receipt of approved purchase order.
4.	a. The price quoted by the successful bidder shall remain valid till expiry of Period of Contract. During the tenure of the contract period, no rate increase will be considered, except for change in statutory levies imposed by Union / State Govt. / Local authorities. b. Union Govt. has implemented Goods & Service Tax w.e.f. 1st July 2017 and accordingly the bidders are required to provide GST Registration Mandatory Data as sought in the Bid Form.
5.	The offer submitted by bidder should be valid for the company's acceptance for a period of 60 days from the due date of opening of price bid.
6.	The bidders are requested visit our plant, get acquainted with the type of job / work and understand the nature of job / work / responsibilities in totality before participating in this e-tender.
7.	Payment Terms: The desired payment terms shall be 1. 70% on delivery of material along with Full Taxes at our works within 15 days from receipt of goods. 2. 20% on successful Installation & Commissioning and 3. 10% will be kept as retention money for a period of 12 months towards performance of the system. In case successful bidder seeking the above payment then the above

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	retention amount shall be payable only against Bank Guarantee (B.G) in company's prescribed format valid for the above period.
8.	<p><u>Termination:</u></p> <p>Without prejudice to company's right to rate adjustment by way of discount or any other right or remedy available to company, company may terminate the Contract of any part thereof by a written notice to the bidder if :</p> <ol style="list-style-type: none">The successful bidder fails to comply with any term of the Contract.The successful bidder informs company of its inability to complete the work (s) or any part thereof within the stipulated completion Period or such inability otherwise becomes apparent.The bidder fails to complete the work (s) or any part thereof within the stipulated completion Period and/or to replace /rectify and rejected or defective work(s) promptly.The successful bidder becomes bankrupt or goes into liquidation.The successful bidder makes a general assignment for the benefit of creditors.A receiver is appointed for any substantial property owned by the successful bidder.The successful bidder has misrepresented to company, acting on which the, company has placed the Order on the successful bidder.Upon receipt of said termination notice, the successful bidder shall discontinue the work on the Contract so far as terminated, and matters connected therewith. <p>On termination of the contract, without prejudice to any other right or remedy available to company under the contract, in the event of company suffering any loss on account of delayed completion or non-completion, company reserves the right to claim and recover damages from the successful bidder in respect thereof.</p>
9.	Whenever there is a duplication of clause in the terms and conditions, the clause which is beneficial to the Company will be considered applicable at the time of any dispute.
10.	The bidders, Contractors, Vendors, who are having unresolved issues, disputes, Complaints, legal or court cases against the Company, will not be eligible.
11.	Late tenders / delayed tenders including postal delay and those not conforming to the prescribed terms and conditions will not be considered at all.
12.	The company would not carry out any negotiations except with such contractors who is / are the lowest quoted contractors originally. As such it would be in the interest of the contractors to quote the lowest possible rate.
13.	The Company reserves the right to relax any of the tender conditions, if necessary, while finalizing the tender at its discretion.
14.	The successful bidder will be responsible for the welfare and discipline of his employees inside our office premises. He must also undertake to comply with all statutory regulations for employment of his employees. Any expenses incurred by us under these regulations will have to be reimbursed by him. The successful bidder will be deemed to be the ultimate employer of his men.
15.	Penalty (Risk Purchase) clause:- Any failure on the part of the contractor in executing the

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	contract as per tender terms will be viewed seriously. Further, the company reserves the right to engage any other contractor at the then prevailing rates and the additional cost if any incurred in this process will be recovered from the bills of the successful contractor. Also the contractor may be debarred from participating in future tenders of the company.
16.	<p>General Obligations regarding workmen engaged by the successful bidder for working inside the office premises.</p> <p>Workmen will be engaged by the Successful bidder based on the work to be carried out from time to time. The General Obligations of the Successful bidder in this respect are given hereunder. However, the following details / statement of obligations are not exhaustive.</p> <ol style="list-style-type: none">The successful bidder will ensure that all legal requirement in relation to Contract Labour (R&A) Act 1970, Workmen Compensation Act, ESI Act, Provident Fund & Miscellaneous Provision Act, Bonus Act and other laws as applicable to the Company from time to time are complied with by the Successful bidder.The successful bidder will ensure and carryout his job safely. The Successful bidder will be liable to Company for any damage to the properties of the Company by the Successful bidder or his agent /employees while carrying out the job as detailed above and make good the same to the Company through payment as may be by the Company.Workmen employed by the Successful bidder will be directly supervised and controlled by the Successful bidder.The Company will not be responsible for any liabilities towards the workmen employed by the Successful bidder.The Successful bidder will ensure that his employees wear the safety appliances provided by the Successful bidder and that adequate safety precautions are taken by them while carrying out their work in the office premises.The Successful bidder will make his own arrangements for their transport, food land accommodation and any other facility if required.The Successful bidder will provide the company a list of his workmen who are required to carry out the work within the office premises against which the Company will be providing them with fate passes. The Successful bidder's workmen will have to furnish the same at the Security check for entry into the premises. The Successful bidder will ensure that workers other than the names registered by them with the company / authorities are not employed.The Successful bidder will be responsible for discipline and behavior of their workers. The Successful bidder will also ensure that a responsible Supervisor is always present at the work site who will report to the Company on daily basis.The Company will have privacy of Contract with the Successful bidder only and will give instructions to the Successful bidder or his authorized Manager / Supervisor and will have nothing to do or concerned with the conditions of employment of workmen or any other person working for the Successful bidder.Statutory Requirement:-The contract shall abide by and comply with the statutory requirement and maintain the records and recover / pay contribution in respect of the casual labours supplied to the company under the Factory Act, Central labour Act, PF

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	<p>Act, FPF Scheme, ESI scheme, Worker Compensation Act and other labour laws as applicable. In all respects, you shall be responsible for employment, welfare, conduct etc., of your employees and shall indemnify our company against any claim, demand or actions at the instances of any of your employees or by any authorities.</p> <p>k. The Successful bidder shall pay his workers their wages, other dues etc. regularly and punctually and within the time limit as stipulated in the CONTRACT LABOUR (R&A) ACT, MINIMUM WAGES ACT and PAYMENT OF WAGES ACT. as notified by <u>District Collector, Chennai.</u></p> <p>l. The successful bidder shall comply with and meet statutory requirements under the Casual Labour (R&A) Act 1970, Minimum Wages Act 1948, EPF & MP Act 1952 and ESI Act 1948 arising out of engaging your labour in our premises.</p> <p>m. The successful bidder shall also ensure to pay his workmen the Bonus they are entitled to as mentioned under the payment of Bonus Act, 1965, and submit proof towards effecting payment of Bonus.</p> <p>n. The successful bidder shall confirm and submit the proof of PF & ESI coverage for the persons employed by the successful bidder. While, submitting their monthly bills the successful bidder has to produce the proof of remittance towards PF & ESI for the labour engaged. In case if the successful bidder fails to do so, ESI @ 6.5% and PF @ 25.11% will be deducted from the payments due to the successful bidder.</p> <p>o. Any Statutory Levies / change in Levies imposed by Union [or] State Govt. shall be made applicable during the tenure of this contract.</p> <p>p. If the Successful bidder's workmen, representatives, agents etc., do not perform work to the company's satisfaction, the Company reserves the right to recover the amount at its sole discretion and / or require such person to be removed from the premises forthwith.</p> <p>The Successful bidder will be liable to indemnify / reimburse the Company all the money paid in addition to the expenses incurred by the company, if any such claim is made against the Company by virtue of any statute or any provision of law and rules due to any dispute raised by his workmen.</p>																								
17.	<table><tr><td colspan="3">Statutory Details Of Bidder</td></tr><tr><td>Contact Person</td><td>:</td><td></td></tr><tr><td>PAN Number</td><td>:</td><td></td></tr><tr><td>GST Reg.No.</td><td>:</td><td></td></tr><tr><td>HSN Code as per Excise for supply SAC code for erection and commisioning</td><td>:</td><td></td></tr><tr><td>Telephone [Mobile / Land Line / Fax]</td><td>:</td><td></td></tr><tr><td>e-Mail ID</td><td>:</td><td></td></tr><tr><td>MSME / NSIC / SSI Registration if any</td><td>:</td><td></td></tr></table>	Statutory Details Of Bidder			Contact Person	:		PAN Number	:		GST Reg.No.	:		HSN Code as per Excise for supply SAC code for erection and commisioning	:		Telephone [Mobile / Land Line / Fax]	:		e-Mail ID	:		MSME / NSIC / SSI Registration if any	:	
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E. General Terms & Condition

Annexure-I

a. FORCE MAJEURE CLAUSE

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 or acts of God (hereinafter referred to as events) then provided notice of the happening any such events if given by either party to the other within 21 days from the date of occurrence thereof neither party shall be by reason of such event be entitled to terminate this contract nor shall either party have any claim for damage against the other in respect of such nonperformance or delay in performance and deliveries under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist and decision of the ED (IP), BalmerLawrie & Co. Ltd., as to whether the deliveries has been so resumed or not shall be final and conclusive, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reasons of any such event for period exceeding 60 days, either party may at its option terminate the agreement.

b. SAFETY AND WELFARE

- i. water facilities provided to the personnel engaged by them in proper safe and hygiene condition.
- ii. First aid medical facility will be made available at the plant and all employment injuries shall be attended to immediately by the Contractor.
- iii. Any loss or damage that may arise to the Company on grounds of non-compliance with the above safety and welfare provisions shall be to the account of the Contractor.

c. SUSPENSION OF WORK:

The Contractor shall be responsible for providing and maintaining various safety and welfare amenities in respect of the personnel engaged by him as per the provisions of Factories Act, 1948.

The Contractor shall arrange to keep rest room / change room, toilet facilities and drinking -in-Charge may at any time (s) at his discretion should he consider that the circumstances so warrant (the decision of Officer-in-Charge as to the existence of Circumstances warranting such suspension shall be final and binding upon the Contractor), by notice in writing to the Contractor temporarily suspend the work or any part thereof for such period (s), as Officer-in-Charge shall deem fit, and the Contractor upon receipt of the order of suspension forthwith suspend the work (s) or such part thereof as shall have been suspended until he has received a written order from the Officer-in-Charge to proceed with the work suspended or any part thereof.

The Contractor shall not be entitled to claim compensation for any loss or damage sustained by the Contractor by virtue of any suspension as aforesaid notwithstanding that consequent upon such suspension, the personnel of the Contractor or any part thereof shall be or become or be rendered idle and notwithstanding the liability of the Contractor to pay Salary, wages or hire charges or bear other charges and expenses thereof.

Unless the suspension is by reason of default or failure on the part of the Contractor (and the reasons for the suspension stated by the Officer-in-Charge in any notice of Suspension as

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aforesaid inclusive as to the existence of a default or failure on the part of the Contractor if so stated in the notice shall be final and binding upon the Contractor).

d. CONFIDENTIALITY / SECRECY

The successful Contractor would have to acknowledge that any confidential information received by them from BL or to which it has access, in connection with the discharge by the Contractor of its duties and obligations under and in accordance with the agreement required to be executed, or granted by BL to the Contractor and/or its employees/workmen and/or contract labour to be engaged or employed by it in accordance with the terms hereof, would be under a duty/obligations of confidentiality and agrees that such confidential information shall not be disclosed or divulged to any third party without the prior written consent of BL and shall be used by the Contractor and/or employees/workmen and/or contract labour engaged or employed by it as aforesaid solely for the purpose of the discharge by the Contractor of its duties and obligations in accordance with the terms hereof.

For the purpose of this clause, "Confidential Information" shall mean all records, books, statements, vouchers, and other data or information (whether written, graphic or oral) to be supplied or furnished by BL or on its behalf to the Contractor or to which BL would grant access to the Contractor, its employees/workmen and/or contract labour, as the case may be as aforesaid.

Control Regulations

Successful bidder warrants that all goods/materials/service covered by this order have been produced, sold, dispatched, delivered and furnished in strict compliance with all applicable laws regulations, labour agreement, working conditions and technical codes and statutory requirements as applicable from time to time. All laws and regulations required to be incorporated in executing this tender are hereby deemed to be incorporated by this reference. Owner can disown any responsibility for any irregularity or contravention of any of the statutory regulations in connection with manufacturing/ supply of goods/service covered in the order. The Bidder shall ensure compliance with the above and shall indemnify tenderer against any actions, damages, costs and expenses of any failure to comply as aforesaid.

ARBITRATION: Any dispute or difference arising under this Contract shall be referred under jurisdiction of Chennai to a sole arbitrator to be appointed by the Chairman & Managing Director, Balmer Lawrie & Co. Limited 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 shared equally by both the parties. The award shall be a speaking award stating reason there for and is final and binding on the parties. The proceeding shall be conducted in English language and courts at Chennai will have exclusive jurisdiction to settle any dispute arising out of this contract.

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F. Schedule of Requirement

Annexure-II

S.NO	PARTICULARS	QTY	GST %	HSN/SAC Code
1.	1/2.8" Progressive CMOS, ICR, Color: 0.028 Lux @(F2.0; AGC ON), 0lux with IR, 1920x1080:25fps(P)/30fps(N), H.265+/H.265/H.264/MJPEG, DC12V & Poe, 3D DNR, BLC, IR: up to 40m, Support on-board card slot	2 NO's		
2.	1/2.8" Progressive CMOS, ICR, Color: 0.028 Lux @(F2.0; AGC ON), 0lux with IR, 1920x1080:25fps(P)/30fps(N), H.265+/H.265/H.264/MJPEG, DC12V & Poe, 3D DNR, BLC, HLC, IR range: up to 40m, Support on-board storage 3-Axis Adjustment."	3NO's		
3.	1.3MP IP Camera 4Inch Digital Zoom 16X Up to 100meter IR distance, Up to 1280*960 High resolution IP66 Outdoor Weather Proof	4NO		
4.	CAT6 Copper Cable including cable laying PVC pipe screw and clamp set	450 Mts		
5.	4TB HARD DISK ,Intellipower,3.5"	1 NO		
6.	6U Wall mount rack with all accessories	1 NO		
7.	Clamp Screw and other accessories	1 Lump		
8.	4"x4" Back Box for camera fixing	5 NO's		
9.	32" TV with two HDMI , VGA and USB Output with VGA cable and standard accessories	1 NO		
10.	8 Port Gigabit Power Over Ethernet Switch	1NO		
11.	Installation and Commissioning Charges	1NO Lump		

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G. PRICE BID Format (to Submit Online Only)/ Award of Contract

Annexure– III

SNo. Description of Item.	UOM	Amount Rs.	GST %	HSN/SAC Code
1. Supply of Surveillance System(CCTV Camera) Total Value Rs. (SNo. 1 to 10)	Lump Sum			
2. Installation, Commissioning and Testing of Surveillance System (CCTV Camera) inclusive of all necessary civil work.	Lump Sum			
3. Annual Maintenance Charges (AMC) for a period of 12 months from the date of expiry of One Year Warranty as per tender / contract.	Lump Sum			
Cumulative Nett Delivered Cost Rs. [SNo. 1 to 3] **				
<p>1. The Cumulative Nett Delivered Cost* arrived above shall include Transit Insurance & Freight on F.O.R. delivered at Balmer Lawrie House, 628, Anna Salai, Chennai-18 on “DOOR DELIVERY” basis.</p> <p>2. Performance Guarantee: The successful bidder shall provide be WARRANTY / GURANTEE for a minimum period of ONE YEAR from the date of commissioning against any manufacturing defect.</p> <p>3. Union Govt. has implemented Goods & Service Tax w.e.f. 1st July 2017 and accordingly the bidders are required to provide GST Registration of their firm along with relevant HSN/SAC Code & applicable GST - % as mentioned against SNo. 1, 2 & 3.</p> <p>4. AWARD OF CONTRACT:</p> <p style="margin-left: 20px;">a. The Lowest [L1] bid status would be arrived on the basis of **Cumulative Nett Delivered Cost as shown above</p> <p style="margin-left: 20px;">b. 100% Contract will be awarded to the L1 bidder.</p>				
UNDERTAKING FROM VENDOR				
<p>1. We have quoted our lowest price after studying carefully all the Tender Details, Terms and Conditions and we confirm to have accepted the same.</p> <p>2. We are aware of the Penalty & Risk Purchase Clause of this tender, in case of non-performance against company's requirement.</p> <p>3. Failure to provide the sufficient details for the tender will render the offer invalid and the offer will be summarily rejected. Registrations are a must to participate in this tender</p>				
Name of Company		Contact Name		
Seal		Designation		
Date		Signature		

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H. CODE OF CONDUCT FOR VENDORS

Annexure – IV

This Code of Conduct defines the basic requirements placed on Balmer Lawrie & Co.'s suppliers of goods and services concerning their responsibilities towards their stakeholders and the environment.

Balmer Lawrie & Co. reserves the right to reasonably change the requirements of this Code of Conduct due to changes of the Balmer Lawrie & Co. Compliance Program. In such event Balmer Lawrie & Co. expects the supplier to accept such reasonable changes.

The supplier declares herewith:

- **Legal compliance** to comply with the laws of the applicable legal system(s).
- **Prohibition of corruption and bribery** - to tolerate no form of and not to engage in any form of corruption or bribery, including any payment or other form of benefit conferred on any government official for the purpose of influencing decision making in violation of law.
- **Respect for the basic human rights of employees**
 - a. to promote equal opportunities for and treatment of its employees irrespective of skin color, race, nationality, social background, disabilities, sexual orientation, political or religious conviction, sex or age;
 - b. to respect the personal dignity, privacy and rights of each individual;
 - c. to refuse to employ or make anyone work against his will;
 - d. to refuse to tolerate any unacceptable treatment of employees, such as mental cruelty, sexual harassment or discrimination;
 - e. to prohibit behavior including gestures, language and physical contact, that is sexual, coercive, threatening, abusive or exploitative;
 - f. to provide fair remuneration and to guarantee the applicable national statutory minimum wage;
 - g. to comply with the maximum number of working hours laid down in the applicable laws;
 - h. to recognize, as far as legally possible, the right of free association of employees and to neither favor nor discriminate against members of employee organizations or trade unions.
- **Prohibition of child labor** - to employ no workers under the age of 18;
- **Health and safety of employees**
 - a. to take responsibility for the health and safety of its employees;
 - b. to control hazards and take the best reasonably possible precautionary measures against accidents and occupational diseases;
 - c. to provide training and ensure that employees are educated in health and safety issues;
 - d. to set up or use a reasonable occupational health & safety management system;

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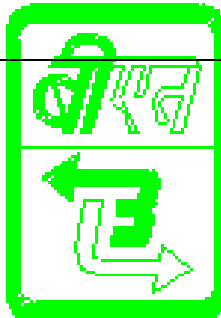
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• **Environmental protection**

- a. to act in accordance with the applicable statutory and international standards regarding environmental protection;
- b. to minimize environmental pollution and make continuous improvements in environmental protection;
- c. to set up or use a reasonable environmental management system;

Supply chain - o ~~with its Goodwill Efforts~~ to promote among its suppliers compliance to promote among its suppliers compliance to comply with the principles of non-discrimination with regard to supplier selection and treatment.



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I. HSE REQUIREMENTS BY CONTRACTORS

Annexure – V

a. Housekeeping
Contractors shall ensure that their work area is kept clean tidy and free from debris. The work areas must be cleaned on a daily basis. Any disposal of waste shall be done by the Contractor. All equipment, materials and vehicles shall be stored in an orderly manner. Access to emergency equipment, exits, telephones, safety showers, eye washes, fire extinguishers, pull boxes, fire hoses, etc. shall not be blocked or disturbed.
b. Confined Space
Before commencing Work in a confined space the Contractor must obtain from Owner a Permit to Work, the Permit to Work will define the requirements to be followed As minimum Contractors must ensure the following: a. Confined spaces are kept identified and marked by a sign near the entrance(s). b. Adequate ventilation is provided c. Adequate emergency provisions are in place d. Appropriate air monitoring is performed to ensure oxygen is above 20%. e. Persons are provided with Confined Space training. f. All necessary equipment and support personnel required to enter a Confined Space is provided.
c. Tools, Equipment & Machinery
The Contractor must ensure that all tools & equipment provided for use during the Work is: a. suitable for its intended use; b. safe for use, maintained in a safe condition and where necessary inspected to ensure this remains the case (any inspection must be carried out by a competent person and records shall be available); c. Used only by people who have received adequate information, instruction and training to use the tool or equipment. d. Provided with Earth leakage circuit breaker (ELCBs) at all times when using electric power cords. Use of electrical tape for temporary repairs is prohibited.
d. Working at Height
Any Work undertaken where there is a risk of fall and injury is considered to be working at height. For any Contractor Personnel working at height, Contractors shall provide fall prevention whenever possible and fall protection only when fall prevention is not practicable. Before commencing Work in a height the Contractor must obtain from Owner a Permit to Work, the Permit to Work will define the requirements to be followed. Supervisor must be present at all point of time, to ensure no deviation occur during the course of work.
e. Fall Prevention System :
Fall prevention systems (e.g. fixed guardrails, scaffolds, elevated work platforms) must provide protection for areas with open sides, including exposed floor openings.
f. Fall Protection Systems
Where fall protection systems are used then the Contractor must ensure the following is applied: 1. Only approved full body harness and two shock-absorbing lanyards are used, 2. Prior establishment of a rescue plan for the immediate rescue of an employee in the event they experience a fall while using the system, 3. Anchorage points must be at waist level or higher; and capable of supporting at least the attached weight,

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4. Lifeline systems must be approved by Owner before use.
5. Use of ISI marked industrial helmet at all point of time.
g. Scaffolding
All scaffolds shall subject to a documented inspection by a competent person and clearly marked prior to use. The footings or anchorage for scaffolds shall be sound, rigid and capable of carrying the maximum intended load without settling or displacement. All scaffolding materials should be of MS tubular type. Guardrails and toe-boards shall be installed on all open sides and ends of scaffold platforms. Scaffolds shall be provided with an access ladder or equivalent safe access. Contractor Personnel shall not climb or work from scaffold handrails, mid-rails or brace members.
h. Stairways and Ladders
Ladders should only be used for light duty, short-term work or access in line with the below and the Site Requirements. <ul style="list-style-type: none">i) Fabricated ladders are prohibited.ii) Ladders will be secured to keep them from shifting, slipping, being knocked or blown over.iii) Ladders will never be tied to facility services piping, conduits, or ventilation ducting.iv) Ladders will be lowered and securely stored at the end of each workday.
(ii) Ladders shall be maintained free of oil, grease and other slipping hazards
(iii) Ladders will be visually inspected by a competent person and approved for use before being put into service. Each user shall inspect ladders visually before using.
(iv) Ladders with structural defects shall be tagged "Do Not Use," immediately taken out of service, & removed from the Site by end of the day.
i. Lifting Operations
1. Cranes and Hoisting Equipment: Contractors shall operate and maintain cranes and hoisting equipment in accordance with manufacturer's Specifications and legal requirements. Only Contractor Personnel trained in the use of cranes and hoists are permitted to use them.
2. Lifting Equipment and Accessories: All lifting equipment / accessories e.g., slings, chains, webbing, chain blocks, winches, jacks etc. shall be indicated with their safe working load have an identification number visible on the unit and be inspected and tested in accordance with legal requirements. Damaged equipment / accessories and equipment shall be tagged "out of use" and immediately removed from Site.
j. Lockout Tag out ("LOTO")
Prior to performing work on machines or equipment, the Contractor shall ensure that it is familiar with LOTO and Permit to Work procedures and that all of its affected Contractor Personnel receive the necessary training.
k. Barricades
Floor openings, stairwells, platforms and walkways, and trenching where a person can fall any distance shall be adequately barricaded and where necessary, well lit. Where there is a risk of injury from a fall then rigid barriers must be used. Barricades must also be used to prevent personnel entering an area where risk of injury is high e.g., during overhead work activity or electrical testing etc. Such barricading must provide clear visual warning.
l. Compressed Gas Cylinders
Gas cylinder shall be securely stored and transported, and identified and used in line with the local requirements. Hose lines shall be inspected and tested for leaks in line with local requirements. Flash

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Back arrestor to be used to prevent any explosion due to back fire.
m. Electrical Safety
Prior to undertaking any work on live electrical equipment the Contractor must obtain a Permit to Work from Owner. Where ever possible live work should be avoided. Any control measures highlighted shall be implemented prior to work commencing. The below measures will be taken: a) Work practices must protect against direct or indirect body contact by means of tools or materials and be suitable for work conditions and the exposed voltage level. b) Energized panels will be closed after normal working hours and whenever they are unattended. Temporary wiring will be de-energized when not in use. c) Only qualified electrical Contractor Personnel may enter substations and/or transformer and only after being specifically authorized by Owner.
n.Hot Works
A Permit to Work must be obtained from Owner prior to any hot works (welding, grinding, open flame work). Suitable fire extinguishing equipment shall be immediately available. Objects to be welded, cut or heated shall be moved to a designated safe location, or, if they cannot be readily moved, all movable fire hazards in the vicinity shall be taken to a safe place. Personnel working around or below the hot works shall be protected from falling or flying objects. Prior to the use of temporary propane or resistance heating devices approval must be obtained from Owner.
o.Trenching Excavating, Drilling and Concreting
A Permit to Work must be obtained from Owner and all underground lines, equipment and electrical cables shall be identified and located prior to beginning the work. The Contractor shall assign a competent Contractor Personnel to all trenching and excavation work. Safe means of access and egress shall be located in trench excavations. Daily inspections shall be conducted by a competent Contractor Personnel for evidence of a situation that could result in possible cave-ins, indications of failure of protective systems or other hazardous conditions. Physical barriers shall be placed around or over trenches and excavations. Flashing light barriers shall be provided at night.
p.Environmental Requirements
Waste Management: The Contractor is responsible to remove any waste generated by the work being done on the Site. The Contractor must dispose of the waste in line with the relevant local legislative requirements. The waste disposal route shall be documented and made available for Owner to review at any time and may be subject to Owner's prior approval. Wastes (includes rinse from washing of equipment, PPE, tools, etc.) are not to be poured into sinks, drains, toilets, or storm sewers, or onto the ground. Solid or liquid wastes that are hazardous or regulated in any way are not to be disposed of in general site waste receptacles. Spills:The Contractor is responsible for the provision of adequate spill kits/protection and the clean-up and disposal costs arising from such spills. Emissions: The Contractor shall identify and quantify any emission sources associated with the Works. The control measures associated with these emission shall be subject to the approval of Owner's Emissions include but are not limited to noise, dust, fumes, vapors.
q.PENALTIES IN CASE OF NON-COMPLIANCE OF SAFETY/HEALTH/ENVIRONMENT NORMS, RULES & REGULATIONS: The contractor has to follow all norms, rules and regulations related to safety, health and environment, In case of non-compliance of any one of these norms, rules and

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regulations by contractor's employee, the contractor shall be held responsible. If any violation or non-fulfilment of these norms, rules and regulation is observed by the Company's authority during checking at any time, a penalty of Rs 5000/- shall be imposed on the contractor for each occasion of non-compliance to these rules and regulations by him of his employees. The decision of the Company's authority shall be final and binding on to the contractor in this regard. The amount of penalties so imposed shall be recovered from the next RA Bill of the work or any other dues payable to the contractor by the authority.

