

**Balmer Lawrie & Co. Ltd**  
SBU : Greases & Lubricants, Kolkata  
P-43, Hide Road extension  
**Kolkata – 700 088**

**E Procurement Tender Enquiry**

**Tender No. : GLK/TE20/073**  
**Date : 17.08.2020**  
**Due Date : 27.08.2020, 15.00 hours IST**

The tendered item(s) is/are not available in GeM. Balmer Lawrie & Co. Ltd. have no objection in providing detailed information for making available the said item(s) on GeM.

Please arrange to submit on line bid for supply of 2 MT (+/- 10%) **Pour Point Depressant on delivered to our Kolkata Plant basis** as per following specifications mentioned in Annexure I.

**Note :** Complete technical details of offered additives with supporting documents are to be submitted with offer. No deviation against the above specification will be entertained  
In case of any rejection of supplied material, BL shall have the option to source similar additive from other sources by debiting the differential amount to the successful bidder.

**Terms and Conditions :**

***The vendor should compulsorily follow all the provisions of GST Law and in the event of any default of complying with any of the provisions of the GST Law, Balmer Lawrie would exercise the right for non-payment / withholding payment / black listing the vendor***

**Quantity :** . The tender quantity is total 2 MT +/- 10% . Breakup of the quantity location wise as follows :-

Quantity	Location
2 MT	Kolkata Plant

**Delivery Terms :-** Offer should be on door delivery basis [including Loading and unloading charges at either end] at our respective Units as stated above clearly specifying basic price, freight charges (if any), GST percentage, material HSN code, packing size etc.

**Delivery :** Supplies to commence at our Kolkata plant ( P 43 Hide Road Extension Kolkata – 700088 ) within 15 days from the date of LOI/PO/call up.

**Payment Terms :** Full payment within 30 days from the date of receipt of material at our respective plants in good condition.

### LD Clause

**In the event the material is not received within the specified days mentioned above, a pre-determined liquidated damages will be applicable @ 0.5% per week subject to 5.0 % maximum of PO for the delivery portion in each lot.**

**Packing** : The materials are to be packed in good quality barrel with proper marking on it for identification.

**Taxes & Duties** : The Bidders should clearly mention Basic price , GST percentage, material HSN code, Freight charges(if any) for door delivery and any other charges separately.

**Vendors who is participating against this tender first time need to be approved their sample from our Quality Assurance Department with in the due date of the tender**

### **5.1 Provisions for Micro , Small Enterprises ( MSE)**

Following benefits would be extended to qualifying MSE vendors as per Public Procurement policy for MSEs subject to meeting the qualification criteria.

- a. Qualifying Registered MSE vendors shall be exempted from need to furnish EMD, subject to submission of their registration details and meeting the qualification criteria.
- b. Preference for Price Quotation in tenders: Qualifying Micro and Small Enterprises quoting price within price band of L1+15%, will qualify to supply a portion of requirement by bringing down price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprises. Such Micro and Small Enterprises shall be allowed to supply 25 per cent of total tendered quantity for the particular grade(s)/item(s) at the respective plants subject to operational viability as considered appropriate by tendering authority. It may be further noted that if more than one such duly qualified MSE bidder matches non-MSE L1 price, 25% of the tender quantity will be equally split between the L1 matching MSEs. If more than one MSE bidder has quoted in afore-said price band (L1+15%), number of such bidders will be intimated by tenderer to MSE bidders when seeking their acceptance to match L1 bid.”

Qualification Criterion for MSE’s for availing the above benefits:

- a. MSE vendor must confirm that UAM No has been uploaded on CPPP website as required by Ministry’s circular no F:No 21(17) / 2016 dated 06.04.18 for qualifying to be considered as MSE vendor under this tender. Qualifying and Registered MSE vendors shall be exempted from need to furnish EMD, subject to submission of their registration details. Declaration of Udyog Aadhar Memorandum [UAM Number] number on Central Public Procurement Portal [CPPP] is mandatory. It is also required for the MSE vendors to submit a certificate (certified by a practicing Chartered Accountant) for investment in Plant & Machinery or equipment by them. It is further required to submit audited balance sheet and Profit & Loss account for their turn over for the last completed Financial Year Certified by a Practicing Chartered Accountant or in the absence of the audited balance sheet and Profit & Loss Account, the turnover for the last completed Financial Year should be certified by a practicing Chartered Accountant.
- b. The above mentioned provisions are meant for procurement of only goods produced and services rendered by MSEs and not for any trading activities done by them. A self-certification to be provided by the bidder that the tendered item is manufactured or serviced by them and no trading activity for the tendered item is undertaken by them. Balmer Lawrie & Co Ltd reserves the right to verify the same.
- c. All of the above details are mandatory to qualify for availing the benefits as per Public Procurement Policy for MSEs.

Bidder should read Government Notification dated 1st, June'2020 in respect of ""New Definition of MSE"" as under before furnishing their MSE status to qualify for availing the benefits as per Public Procurement Policy for MSEs.

MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES  
NOTIFICATION

New Delhi, the 1st June, 2020

S.O. 1702(E).—In exercise of the powers conferred by sub-section (1) read with sub-section (9) of section 7 of the 'Micro, Small and Medium Enterprises Development Act, 2006 (27 of 2006) and in supersession of the notification of the Government of India, Ministry of Small Scale Industries, dated the 29th September, 2006, published in the Gazette of India, Extraordinary, Part II, Section 3, Sub-section(ii), vide S.O. 1642(E), dated the 30th September 2006 except as respects things done or omitted to be done before such supersession, the Central Government, hereby notifies the following criteria for classification of micro, small and medium enterprises, namely:—

(i) a micro enterprise, where the investment in Plant and Machinery or Equipment does not exceed one crore rupees and turnover does not exceed five crore rupees;

(ii) a small enterprise, where the investment in Plant and Machinery or Equipment does not exceed ten crore rupees and turnover does not exceed fifty crore rupees;

This notification shall come into effect from 01.07.2020.

**Validity :** Offer must be valid for our acceptance for 30 days from the due date of the tender.

**Acceptance of Offer :** BL reserves the right to reject any / all tenders if a conflict of interest between bidder and BL is detected at any stage.

**Offer shall also indicate the following :**

(a) Is the offered material hazardous and effecting users' health ?

(b) Is the offered material causing environmental pollution?

(c) Are you having a system to control Air emissions and effluents and hazardous waste disposal system to comply with regulatory requirements?

**TENDER CANCELLATION**

The tender may be cancelled due to any unforeseen / unavoidable circumstances or due to any other reason at any stage of the tender processing as per the sole discretion of BL and BL is not liable to provide any reason to the applicants for the same.

Thanking you,

Yours faithfully,  
for **Balmer Lawrie & Co. Ltd.**

**Pratik Burman**  
**Jr. Officer (SCM)**

e-mail : burman.p@balmerlawrie.com  
Ph- 09836809607 / 07595908681

ANNEXURE -1

**BALMER LAWRIE & CO. LTD.**  
Grease & Lubricants Division  
Kolkata.

**INSPECTION PLAN FOR RAW MATERIALS**

Product Name: **Pour Point Depressant for Automotive / Industrial  
Lubricants.**

Technical Specification of POUR POINT DEPRESSANT (PPD) :

Product Name: **Pour Point Depressant for Automotive / Industrial  
Lubricants.**

Parameters	Specification	Reference Test Method
<b>Appearance</b>	<b>Clear , Homogenous Liquid with no separation</b>	<b>Visual</b>
<b>Sp. Gravity at 30°C</b>	<b>0.900- 0.920</b>	<b>ASTM D 1298</b>
<b>Kinematic Viscosity at 100°C, cSt</b>	<b>60 – 190</b>	<b>ASTM D445</b>
<b>Flash Point,(COC) °C</b>	<b>150 ( min.)</b>	<b>ASTM D92</b>
<b>Performance Test:</b> Pour Point Characteristic in 500N oil ( having Pour Point –3°C ),°C a) Dose Level of 0.1% : Depression b) Dose Level of 0.5% : Depression	  9 21	<b>ASTM D97</b>
<b>Miscibility / Homogeneity in Oil</b> a) 1% blend of PPD in 150 N base oil on standing for 24 Hrs. b) after centrifuging at 1450 rpm for 5 minutes	Should be clear & homogenous with no separation or stratification	-
<b>Low temperature Stability</b> 1% blend of PPD in 150 N Base Oil on keeping at Pour Point of blend for 24 hrs. and after thawing to ambient temp.	Should be clear & homogenous with no separation or stratification	<b>IS : 13656 ( annex A )</b>
<b>High Temperature Stability</b> 1% blend of PPD in 150 N Base Oil after heating to 230 deg. C and cooling to ambient temp.	<b>Should be clear &amp; homogenous with no separation or stratification</b>	<b>IS : 13656 ( annex A )</b>

## CONDITIONS FOR ONLINE BID SUBMISSION

### Procedure For Bid Submission

The bidder shall submit his response through bid submission to the tender on eProcurement platform at <https://balmerlawrie.eproc.in> by following the procedure given below. The bidder would be required to register on the e-procurement market place at <https://balmerlawrie.eproc.in> and submit their bids online. No offline bids shall be entertained by the Tender Inviting Authority. The bidders shall submit their eligibility and qualification documents, Technical bid, Financial bid etc., in the standard formats prescribed in the Tender documents, displayed in eProcurement web site. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., if required, in support of their eligibility criteria/technical bids in the eProcurement web site. However, bulky documents need not be scanned and uploaded but physical copy of the same should be sent to the Tender Inviting Authority office before the tender opening date. The bidder shall sign on the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.

### Registration with eProcurement platform:

For registration and online bid submission bidders may contact HELP DESK of M/s C1 India Pvt., Ltd., or they can register themselves online by logging in to the website <https://balmerlawrie.eproc.in>

### Digital Certificate authentication:

The bidder shall authenticate the bid with his Digital Certificate for submitting the bid electronically on eProcurement platform and the bids not authenticated by digital certificate of the bidder will not be accepted on the eProcurement platform. All the bidders who do not have Digital Certificates need to obtain Digital Certificate. They may contact Help Desk of C1 India Pvt Ltd.

M/s C1 India Pvt Ltd.

C104, Sector 2 Noida-201301

Contact person:

1. Mr. Tirtha Das(Kolkata)	<a href="mailto:tirtha[dot]das[at]c1india[dot]com">tirtha[dot]das[at]c1india[dot]com</a>	+91-9163254290
2. Mr. Partha Ghosh(Kolkata)	<a href="mailto:partha[dot]ghosh[at]c1india[dot]com">partha[dot]ghosh[at]c1india[dot]com</a>	+91-8811093299
3. Mr. CH.ManiSankar (Chennai)	<a href="mailto:chikkavarapu[dot]manisankar[at]c1india[dot]com">chikkavarapu[dot]manisankar[at]c1india[dot]com</a>	+91-8939284159
4. Ms. UjwalaShimpi (Mumbai)	<a href="mailto:ujwala[dot]shimpi[at]c1india[dot]com">ujwala[dot]shimpi[at]c1india[dot]com</a>	+91-022- 66865608

### Submission of Hard copies:

After submission of bid online, the bidders are requested to submit the demand drafts /Bank Guarantee towards tender fees and / EMD along with other documents as required, to the Tender Inviting Authority before opening of Techno-commercial /Unpriced bid. The bidder shall furnish the original DD / Bank Guarantee and other documents either in person or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of bidder. BL shall not take any responsibility for any delay or non-receipt of said documents. If any of the documents furnished by the bidder is found to be false / fabricated, the bidder is liable for black listing, forfeiture of the EMD, cancellation of work and criminal prosecution.

The bidder is requested to get a confirmed acknowledgement from the Tender Inviting Authority as proof of submission of hardcopies.

### 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 E-Procurement platform. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

### Bid Submission Acknowledgement:

The user 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. Tender Inviting Authority and C1 India Pvt. Ltd. Will not be responsible for incomplete bid submission by users. Users may also note that the incomplete bids will not be saved by the system and are not available for the Tender Inviting Authority for processing. Before uploading scanned documents, the bidders shall sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness / authenticity