

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

**e – Tender Enquiry**

**Tender No. : GLK/TE20/108**  
**Date : 21.09.2020**  
**Due Date : 01.10,2020 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 your on line bid for 7000 Kg +/- 10% of Antiwear Antioxidant Additive on door delivery to our Silvassa & Chennai Plant Basis as per following specifications:

**SPECIFICATION OF ANTIWEAR – ANTIOXIDANT ADDITIVE  
BASED ON  
SECONDARY DIALKYL ZINC DITHIOPHOSPHATE**

SL No.	Item Description	Technical Specification	Testing Procedure
1	Specific Gravity @ 15.6 deg C	1.10 to 1.15	ASTM D 1298
2	Kinematic Viscosity @ 100 deg C	10 ( Typical)	ASTM D 445
3	Flash Point ( PMCC), deg C	110 min	ASTM D 93
4	Pour Point, deg C	( -) 9 max	ASTM D 97
5	Phosphorus Content, % wt	8.50 ( Typical)	ASTM D 4951
6	Sulphur Content, % wt	17.6 ( Typical)	ASTM D 4951
7	Zinc Content, % wt	08.85 to 9.65	ASTM D 4951
8	Appearance	Clear Liquid	Visual
9	Solubility/ Miscibility	Should be soluble in mineral/ synthetic base oils	-

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.

***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***

**Terms and Conditions :**

**Quantity :** The tender quantity is total 7000 Kg +/- 10% . Breakup of the quantity locationwise as follows :-

Quantity	Location
4000 Kg	Silvassa Plant
3000 Kg	Chennai Plant

**Delivery Terms :-** Offer should be on door delivery basis [including Loading and unloading charges at either end] at our respective Units clearly specifying freight charges, GST percentage, packing size etc.

**Delivery :** Supplies to commence within 15 days from the date of LOI/PO/call up at our Silvassa ( Survey No – 201/1 Sayli, Silvassa – 396230 ) and Chennai (32 Sattangadu village Manali, Chennai – 600068).

**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.**

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

**Packing :** The materials are to be packed in brand new MS barrels with proper marking on it for identification.

**Taxes & Duties :** The Bidders should clearly mention Basic Price, Freight charges, GST percentage, material HSN Number for door delivery basis at at our respective plants.

**Earnest Money Deposit (EMD)**

All bidders must submit an interest free EMD of INR 10000 (rupees Ten thousand only) by Pay Order / DD drawn on any schedule bank in India in favor of “BALMER LAWRIE & CO. LTD.” and payable at Kolkata (Calcutta) or through online bank transfer in NEFT/ RTGS/IMPS mode., India. EMD of unsuccessful bidder(s) will be returned after finalization of the tender.

Bidders who had free EMD / SD lying with Balmer Lawrie & Co. Ltd. may request in writing to consider the same as EMD against the tender subject to verification by Balmer Lawrie & Co. Ltd., the amount lying should be sufficient in terms of EMD amount required for this tender.

**Provisions for Micro , Small and Medium Enterprises ( MSME) :**

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.

**Preference to Make In India Policy – Local content in the tendered items (Order No P-45021/2/2017-PP (BE-II) dated 04.06.2020 of Department for promotion Of Industry and Internal Trade, Ministry of Commerce and Industry, Govt Of India.**

Further the above referred Order defines' Local Content, "Class -I local supplier" and "Class II local supplier" as under:

**"Local Content"** means the amount of value added in India which shall unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all custom duties) as a proportion of the total value, in percent.

**Class – I local supplier** – means a supplier or service provider, whose goods, services or works offered for procurement, has local content equal or more than 50%, as defined under this Order.

**Class – II local supplier** – means a supplier or service provider, whose goods, services or works offered for procurement, has local content more than 20%but less than 50 %, as defined under this Order.

**Non - Local supplier'** means a supplier OR service provider, whose goods, services or works offered for procurement, has local content less than or equal to 20%, as defined under this Order.

**Vendor should note that only “Class I Local Suppliers are eligible to bid in this tender.**

In view of above guidelines, you are required to furnish information in the following prescribed format and to provide a certificate duly signed by authorized person of your company letter head regarding the percentage of local content of the item (s). Your attention is also drawn towards Para 9 (f) and (g) of the above referred Order of GOI, prescribing action in case of false declaration, as under.

**Verification of local content**

1. False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.
2. A supplier who has been debarred by any procuring entity for violations of this order shall not be eligible for preference under this Order for procurement by any other procuring entity for the duration of the debarment. The debarment for such other procuring entities shall take effect prospectively from the date on which it comes to the notice of other procurement entities, in the manner prescribed under paragraph (h) below.

Sl No	Item(s) Description	Percentage of local content in your product

**Validity** : Offer must be valid for our acceptance for 60 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?

Only Registered vendors can participate in this tender . Any other unregistered vendors willing to participate for the item may registered themselves for participation in future tenders.

**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**  
**Junior Officer (SCM)**  
**Ph- 09836809607 / 07595908681**

## 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:

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

### 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