



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

**Logistics Service**  
**#342 Konena Agrahara, Old Airport Exit Road,**  
**Bangalore-560 017**  
**Phone: 080 25227221**  
**Website: [www.balmerlawrie.com](http://www.balmerlawrie.com)**

**TENDER FOR PROVIDING COURIER SERVICES AT BANGALORE**

**TENDER NO. BL/BLR/COURIER/20-21/020**

**DATED: 05/10/2020**

**DUE DATE FOR SUBMISSION**

**15/10/2020 - BY 5.00 PM**

## **TENDER FOR PROVIDING COURIER SERVICES AT BANGALORE**

TENDER NO : BL/BLR/COURIER/20-21/020  
DUE ON : 15.10.2020

DT. 05.10.2020  
ON OR BEFORE 17.00 HRS.

For participating in this tender please visit our website [www.balmerlawrie.com](http://www.balmerlawrie.com)

Balmer Lawrie is a Government of India Enterprise under the administrative control of Ministry of Petroleum and Natural Gas. We have a Logistics Division at 342 Konena Agrahara Airport Exit Road, HAL post, Bangalore 560 017,

We propose to enter into a contract with reputed courier companies for delivery of documents & parcels from Bangalore to various destinations for a period of one year. Parties who have their network shall quote as per details attached in the annexure

Tenderers are advised to download Notice Inviting Tender along with other tender documents from our website.

<b>S. No</b>	<b>Description</b>	<b>Details</b>
<b>1</b>	Name of Work	<b>TENDER FOR PROVIDING COURIER SERVICES AT BANGALORE</b>
<b>2</b>	Tender No	<b>BL/BLR/COURIER/20-21/020</b>
<b>3</b>	Validity Of Offer	60 days from the date of opening of the price bid.
<b>4</b>	Contract Period	<b>1 Year</b>
<b>5</b>	Downloading / Submission of Tender :	
	a. Starts on	<b>05/10/2020</b>
	b. Closes on	<b>15/10/2020</b>
<b>6</b>	Opening of Tenders	<b>On or after due date of submission.</b>

### **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

## **GENERAL TERMS & CONDITIONS**

1. Rate offered should be valid during the currency of the contract.
2. Offer should be valid for a period of 30 days from the date of tender opening, for our acceptance,
3. Company also reserves the right to split order to more than one contractor.

### **1. Scope of work**

- Courier company should pick up the documents/parcels from office by evening latest by 18.00 Hrs
- Covers/parcels picked up from out office to be booked on the same day for despatch and to be delivered within the specified time limit agreed by courier company.

#### **A) Security Deposit**

The contractor should provide Security Deposit of Rs.5000/- [Rupees Five Thousand Only] By way Bank Draft or Pay Order or through NEFT/RTGS to our bank account or Bank Guarantee drawn in favor of Balmer Lawrie & Co. Ltd. payable at Bangalore. No interest will be paid on the said amount.

#### **B) Evaluation of Bids:**

Lowest offer (L-1) shall be decided based on the aggregate value of all line items.

#### **C) Contract Period & Commencement of work**

The contract shall be for 1 Year period from the date of awarding the contract.

The work shall have to be commenced within 24 hours of placement of LOI/Work Order, the contract may be extended for a further period on written mutual consent of BL and the contractor.

#### **D) Alternative Arrangement**

In absence of timely and proper performance by the contractor, Balmer Lawrie reserves the right to utilize the services of any other contractor without notice at the **risk and cost** of the contractor and to recover charges and expenses in excess of the contractual terms from the contractor. Similarly if the contractor fails to meet their contractual obligations, the work shall be completed at their risk and cost through alternative sources/arrangements. This will be without prejudice to the rights of BL for any other action including termination, forfeiture of security deposit etc.

This contract also does not restrict the right of Balmer Lawrie to take recourse to the above conditions even if notice of termination is not served and contract terminated with the contractor

**E) Termination of contract by either side**

BL or the contractor shall have the right to terminate the contract by serving 90 days notice without assigning any reason thereof. However, in the event of any breach of the contract, BL shall have the right to terminate the contract without notice. If the contract is terminated by the contractor without serving notice for 90 days, the contractor shall be liable to pay compensation to BL for any consequences arising out of such termination of the contract

**F) Force Majeure Conditions**

If at any time during the continuance of the contract, the performance in whole or part by either party or obligation under the contract shall be prevented by reasons of any war, hostility, acts of public enemy, civil commotion, sabotage, fire not caused due to contractor's negligence, floods, explosion, earthquake, epidemics, quarantine, restrictions, strike, lock-outs, change in Government/Port/Customs policy or acts of Gods (hereinafter referred as events), then provide notice of the happenings of any such events is given by either party to the other within 15 days from the date of occurrence thereof, neither party shall by reasons of such events be entitled to terminate the contract nor shall either party have any claim for damage against the other in respect of such non-performance or delay in performance. The contract shall be resumed as soon as practicable after such events have come to an end or ceased to exit.

**G) Billing & Payment**

Payment will be made within 30 days from the date of submission of invoices along with POD.

**H) Acceptance/rejection of the Tender**

Balmer Lawrie reserves the right to accept or reject any or all tenders without assigning any reasons.

**I) Settlement of disputes by Arbitration**

Any dispute or difference arising under this Contract shall be referred for adjudication at Kolkata to a Sole Arbitrator to be appointed by the Chairman and Managing Director, Balmer Lawrie & Co. Ltd. and the provisions of Arbitration & 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.

J) The Contract workers while within the premises of BL shall conduct themselves in a disciplinary manner and shall not indulge in any acts of indiscipline and for which the Contractor shall be held responsible.

Pl contact Mr.P.Babu @ 7299005294 / Email id [babu.p@balmerlawrie.com](mailto:babu.p@balmerlawrie.com) for your queries if any.

The sealed offer Super-scribing the enquiry No. BL/BLR/COURIER/20-21/020 dated 05/10/2020 should reach us on or before 15/10/2020 @ 17.00 Hrs at the following address

<b>BALMER LAWRIE &amp; CO LTD., LOGISTIC SERVICES 342 KONENA AGRAHARA, AIRPORT EXIT ROAD HAL POST, BANGALORE 560 017</b>
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**DECLARATION**

**Having examined the tender documents, we have understood the terms & conditions indicated in the e-Tender No. BL/BLR/COURIER/20-21/020 and hereby confirm our acceptance of the same.**

Signature :

Name of the signatory :

Official Seal with address

Designation

Date :

Name of the Company

**Tender No: BL/BLR/COURIER/20-21/020****PRICE BID****1. RATE FOR DOCUMENTS**

<b>Destination</b>	<b>Rate upto 250 gms</b>	<b>Rate for</b>	<b>Rate for</b>	<b>Delivery time required</b>
		<b>251 gms to 500</b>	<b>501 gms to 1kg</b>	
1. Within Bangalore				
2. Outside Bangalore (within Karnataka State)				
a) Kerala				
b) Tamil Nadu				
c) Andhra Pradesh				
d) Kolkata				
All other metro and major cities in India				

**2. RATE per kg for DOCUMENTS for below destinations: ( Air Mode)**

<b>Destination</b>	<b>Rate above 1 kg upto 5 kg</b>	<b>Rate above 5 kg upto 10 kg</b>	<b>Rate above 10 kg upto 15 kg</b>	<b>Rate above 15 kg upto 20kg</b>	<b>Rate above 20 kg</b>	<b>Delivery time required</b>
	<b>Rate Per KG</b>	<b>Rate Per KG</b>	<b>Rate Per KG</b>	<b>Rate Per KG</b>	<b>Rate Per KG</b>	
1. Within Bangalore						
2. Outside Bangalore (within Karnataka State)						
a) Kerala						
b) Tamil Nadu						
c) Andhra Pradesh						
d) Kolkata						
All other metro and major cities in India						

**Tender No: BL/BLR/COURIER/20-21/020**

3. RATE per kg for DOCUMENTS for below destinations: ( Surface Mode)

Destination	Rate above 1 kg upto 5 kg	Rate above 5 kg upto 10 kg	Rate above 10 kg upto 15 kg	Rate above 15 kg upto 20kg	Rate above 20 kg	Delivery time required
	Rate Per KG	Rate Per KG	Rate Per KG	Rate Per KG	Rate Per KG	
1. Within Bangalore						
2. Outside Bangalore (within Karnataka State)						
a) Kerala						
b) Tamil Nadu						
c) Andhra Pradesh						
d) Kolkata						
All other metro and major cities in India						

4. RATE per kg for PARCELS for below Destinations: ( Air Mode)

Destination	Rate above 1 kg upto 5 kg	Rate above 5 kg upto 10 kg	Rate above 10 kg upto 15 kg	Rate above 15 kg upto 20kg	Rate above 20 kg upto 100kg	Delivery time required
	Rate Per KG	Rate Per KG	Rate Per KG	Rate Per KG	Rate Per KG	
1. Within Bangalore						
2. Outside Bangalore (within Karnataka State)						
a) Kerala						
b) Tamil Nadu						
c) Andhra Pradesh						
d) Kolkata						
All other metro and major cities in India						

**Tender No: BL/BLR/COURIER/20-21/020**

5. RATE per kg for PARCELS for below Destinations: ( Surface Mode)

Destination	Rate above 1 kg upto 5 kg	Rate above 5 kg upto 10 kg	Rate above 10 kg upto 15 kg	Rate above 15 kg upto 20kg	Rate above 20 kg upto 100kg	Delivery time required
	Rate Per KG	Rate Per KG	Rate Per KG	Rate Per KG	Rate Per KG	
1. Within Bangalore						
2. Outside Bangalore (within Karnataka State)						
a) Kerala						
b) Tamil Nadu						
c) Andhra Pradesh						
d) Kolkata						
All other metro and major cities in India						

Please Mention GST whether Inclusive / Exclusive

If Inclusive what is the GST %-----