



**BALMER LAWRIE & CO. LTD.**

**CONTAINER FREIGHT STATION**

***[No.32, Sattangadu Village, Manali, Chennai-600068***

***Phone No 25941813 /25942557, Fax No. 25941863***

***E-mail: mukherjee.m@balmerlawrie.com]***

**TENDER NO: BLC/CFS/ Surveyor Room/15**

**Dt. 06.10.2020**

**Tender Document for**

**Civil Construction of Surveyor Room**

**DUE DATE & TIME: [16/10/2020 at 16:00 Hrs]**

**INDEX**

Sl	PARTICULARS	PAGE NO.
1	Index	2
2	Notice Inviting Tender	3
3	Special Instructions for Participation in tender	4
4	Scope of Work	6 -10
5	General Terms and conditions	10 -16
6	Declaration accepting terms & conditions by bidder	16
7	Particulars of the organization	17
8	Price Bid Format	18-21

**NOTICE INVITING TENDER**

Online bids in single bid system are invited from the registered Vendors in our CFS or any other units of Balmer Lawrie and who fulfil the eligibility criteria mentioned elsewhere in the tender document under the Heading General Terms and Conditions, for undertaking the subject contract for **“Civil Construction of Surveyor Room”**.

Tenderers are advised to download Notice Inviting Tender along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in>. The tender has to be submitted online.

The scanned copies of other required documents in support of bidder’s credentials are to be uploaded along with the tender documents through the appropriate link.

S.No	Description	Details
1	Name of Work	Civil Construction of Surveyor Room
2	Tender No	BLC/CFS/Surveyor Room/15
3	Validity Of Offer	60 days from the date of opening the tender
4	EMD	Rs. 3000/-
5	Completion Period	6 weeks from the date of placement of order
6	Submission of Tender :	
	a. Starts on	06.10.2020
	b. Closes on	16.10.2020 at 16.00 Hrs
7	Opening of Tenders	16.10.2020

**GeM Declaration**

***Civil Construction of Surveyor Room is not available in GeM. Balmer Lawrie & Co Ltd has no objection in providing this information for making available such products/services on GeM .***

**1 LIST OF DOCUMENTS TO BE UPLOADED**

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

- a. Certificate of registration/incorporation in the case of Pvt Ltd/Public Ltd Company/ certified copy of partnership deed in the case of LPP/Partnership firm/ any document under the relevant rules/laws if the firm is a proprietorship firm.
- b. Income Tax PAN number
- c. GST Registration Number
- d. Chartered accountant’s certificate or Audited / Certified Balance sheet and Profit and Loss account of tenderer’s company for last 3 years.

**In the case of bulky/voluminous documents, hard copies of the same should be submitted at our office.**

**2 VERIFICATION OF DOCUMENTS**

- a) Tenderers or their authorized representative will be required to come to our office positively as intimated along with all original documents, scanned copies of which have been submitted with the e-tender towards ascertaining their qualification.
- b) Failure on part of the tenderer to report on specified date and time for paper verification may result in rejection of the tender submitted by them without further communication.

- c) Tenderer should be in a position to produce all the original documents and/or any other information on dates as intimated or as and when required by Balmer Lawrie.
- d) Incomplete Tenders are liable for rejection without any further communication to the tenderer and decision of Balmer Lawrie in this respect will be final.
- e) Any party submitting the false or forged documents may be Black Listed, EMD could be forfeited, work could be cancelled, criminal prosecution or any other action as deemed fit may be initiated.
- f) Balmer Lawrie reserves the right to reject any or all tenders without assigning any reasons whatsoever.

**SPECIAL INSTRUCTIONS TO THE BIDDER FOR PARTICIPATING IN E-TENDER**

Tenderers are advised to download Notice Inviting Tender along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in> Interested parties have submit an interest free EMD of Rs.[**3,000/- (Rupees three Thousand only)**] by **on-line Bank Transfer** in NEFT / RTGS / IMPS mode in favour of Balmer Lawrie & Co Ltd. payable at Chennai available in e-portal. (In case of difficulty please contact HELP DESK). **Parties with Valid MSMED/ NSIC Certificates is exempted from EMD. SCT/ST Category having MSMED/NSIC certificate should specifically mention.** Copies of the instruments (DD/PO) evidencing payment of EMD should be scanned & uploaded before bidding. It is mandatory that MSME vendors must declare their UAM (Udyog Aadhaar Number) on Central Public Procurement Portal (CPPP), failing which such bidders will not be able to enjoy the benefits as per Public Procurement policy for MSME's order 2012. The physical original instruments/drafts should reach our above address prior to due date and time. In case the Bidders intend to submit any additional supporting documents, the same can be submitted in physical form at our above address. Documents of only those bidders shall be entertained who are bidding on-line. **UNDER NO CIRCUMSTANCES PRICE BID SHALL BE SUBMITTED IN PHYSICAL FORM.**

EMD: The bidder shall furnish EMD through on-line Bank Transfer in NEFT / RTGS / IMPS mode in favour of Balmer Lawrie & Co Ltd. payable at Chennai available in e-portal. (In case of difficulty please contact HELP DESK)

Balmer Lawrie & Co. Ltd. has developed a secured and user friendly system which enables Vendors/ Bidders to Search, View, Download tenders directly and also, enables them to participate & submit Online Bids on the e-tendering site <https://balmerlawrie.eproc.in> in a secure and transparent manner which maintains confidentiality and security throughout the tender evaluation process.

**1. Procedure to submit On-line Bids**

For this purpose, Vendors/Bidders are advised to read the instructions available in the homepage of the portal <https://balmerlawrie.eproc.in> where detailed procedure for submission of bids is available under the option / link "*Bidding Manual*".

**1.1 Registration with e-procurement platform**

For registration and online bid submission bidders may contact HELP DESK of C1India Pvt., Ltd. details of which is available at our web-site mentioned above or they can register themselves online by logging in to the website through <https://balmerlawrie.eproc.in>

Bidders may contact the following resource persons for any assistance required in this regard.

<b>HELPDESK NOS ARE OPEN BETWEEN 1000 HRS to 1830 HRS IST</b>		
<b>(MONDAY TO FRIDAY (Exclusions: BalmerLawrie HOLIDAYS))</b>		
<b>Please email your issues before your call helpdesk. This will help us serving you better.</b>		
<b>Contact Nos. and email IDs for BalmerLawrie helpdesk officers</b>		
<b>Name</b>	<b>E-mail</b>	<b>Phone Numbers</b>
<b>Tirtha Das</b>	<a href="mailto:tirtha.das@c1india.com">tirtha.das@c1india.com</a>	<b>+91-9163254290</b>
<b>Tuhin Ghosh</b>	<a href="mailto:tuhin.ghosh@c1india.com">tuhin.ghosh@c1india.com</a>	<b>+91-8981165071</b>
<b>Manishankar (Chennai)</b>	<a href="mailto:chikkavarapu.manisankar@c1india.com">chikkavarapu.manisankar@c1india.com</a>	<b>+91-8939284159</b>
<b>Ravi Gaiwal (Mumbai)</b>	<a href="mailto:ravi.gaiwal@c1india.com">ravi.gaiwal@c1india.com</a>	<b>+91-22-66865633</b>

**1.2 Digital Certificate authentication**

The bidder shall authenticate the bid with his Digital Certificate for submitting the bid electronically on e-procurement platform and the bids not authenticated by digital certificate of the bidder will not be accepted on the e-procurement 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.

**2. Special Note**

- 2.1 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.
- 2.2 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.
- 2.3 No Printed or posted Bids / offers shall be accepted.
- 2.4 Balmer Lawrie does not take any responsibility in case bidder fails to upload the documents within specified time of tender submission.
- 2.5 Balmer Lawrie will not be responsible for any delay under any circumstances for non-receipt of Tenders/ submission of filled in tender documents by due date & time.
- 2.6 Bidders are requested to provide correct "e-Mail address" and "Mobile No." for receiving updates related to e-tender from time to time.
- 2.7 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.

**3. Filling of Tender Documents**

- 3.1 The tenderers are requested to carefully study all the tender documents and tender conditions before quoting their rates.
- 3.2 The tender must be strictly in accordance with the terms and conditions and specifications laid out in the tender.
- 3.3 Any terms and conditions given by the tenderer in their offers will not be binding on Balmer Lawrie.
- 3.4 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. Interested parties have to keep referring to the website for further information. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

“ Any amendment / corrigendum, as and when required will be uploaded only on the website of the Company [www.balmerlawrie.com](http://www.balmerlawrie.com) and related Government of India e-procurement websites where this tender is floated and interested vendors should regularly visit these websites for up-dation”.

The sole proprietor or authorised representative shall sign all documents that need to be uploaded.

**SCOPE OF WORK**

Work covered in this tender document shall generally be as detailed herein below. However, contractor shall be responsible to complete the work in all respects and in doing so provide/supply all facilities which may not be covered explicitly herein below but nevertheless are required to complete the work envisaged with the exception of only such items as have been specifically excluded from vendor’s scope.

The successful tenderer shall have to undertake the following work:

**Detailed Scope of work: Civil Construction of Surveyor Room**

SI No	Item Description	Unit	Qty
1	Complete Job of removal of sound qualities concrete paver blocks from existing pavement, cleaning, stacking in proper manner by selecting a good places within 500m surrounding for reuse and removal of damaged blocks including transportation, loading , unloading dumping at the location (1000m) decided by the CFS authorities .	SQM	7
2	Earth work in excavation for box cutting, in existing damaged road pavement in all types of soil, bituminous macadam, WBM and boulder soling up to a depth of 1.m (max) from finished formation level grade and disposal of the same outside the premises at contractor cost as directed by the Engineer in charge.	CUM	3
3	Dismantling the existing PCC , RCC, brickwork, wash basin and cupboard in cement mortar as existing at site of work without damaging the nearby structures by suitable mechanical means to the required size, shape and level all as per relevant specifications, drawings and as directed including stacking the debris within a lead of 1000m for re- transportation and disposal all as directed at site including all labour, tools, tackles, equipment, plants transport, fuel etc.,	CUM	3

**Balmer Lawrie & Co. Ltd. Container Freight Station, [Chennai]**  
**Tender No: BLC/CFS/Surveyor Room/15**

4	Constructing Wet Mix Macadam & laid in each 100mm thick layers to achieve required compacted thickness with crushed stone aggregate, complete with all materials, transportation, labour and compaction and rolling with plate vibrator 8 tn etc. as per CPWD/ MOST specifications, drawings and instructions of Engineering-Charge.	CUM	8
5	Providing and laying plain cement concrete by hacking the existing surface for receiving the PCC, 1:4:8 machine and manually mixed and using 20 mm / 40mm and below size, crushed graded granite aggregate as applicable in foundation trenches, plinth, bed blocks, pockets etc, including curing etc as directed by Engineer -in -charge . 1:4:8 mix with 40mm metal.	CUM	3
6	Supplying, transporting, fabricating and placing in position TMT(Fe500 gade) steel bars as reinforcements for all RCC works wherever required including all handling, cutting, bending and tying with 1.25mm dia black annealed steel binding wire all as per relevant specification and as directed including all materials, labour, tools, equipment etc., complete work.	KG	360
7	Centering and shuttering including strutting, propping etc. and removal of form for Foundations, footings, bases of columns, Suspended floors, roofs, landings, balconies and Lintels, beams, plinth beams, etc.	SQM	37
8	Reinforced cement concrete work in plinth beams, suspended floors, roofs shelves, chajjas, lintels, bands, plain window sills, staircases and spiral stair cases plinth level up to floor level, excluding the cost of centering, shuttering, finishing and reinforcement with 1:1.5:3 (1 cement : 1.5 coarse sand : 3 graded stone aggregate 20 mm nominal size). including all materials, labour, tools, equipment, etc., complete Work.	CUM	4.5
9	Brick work in 230 mm thick wall with cement mortar 1:5 using best quality locally available bricks having a crushing strength of minimum 50 kg./Sq.cm. Including all scaffolding, curing, etc., all as specified or directed by Engineer in charge	CUM	12
10	Complete work of Preparing the surfaces of walls and plastering in cement mortar 1:5 12mm thick to the required finish all as directed, including cement and other materials, labour, tools, equipment, scaffolding, curing etc.,	SQM	100

**Balmer Lawrie & Co. Ltd. Container Freight Station, [Chennai]**  
**Tender No: BLC/CFS/Surveyor Room/15**

11	<p>Providing and fixing suspended Gypsum board false ceiling (at required height from the existing floor level) including providing and fixing Galvanised steel grid frame consists of G.I perimeter channels of 0.50mm thick 27mm high having flanges of 20mm and 26mm long along the perimeter of ceiling, fixed to brick wall/partition with the help of nylon sleeves and screws/ raw plugs at 450mm centre to centre including full putty and painting with two coats of interior emulsion paint all materials, labour, tools, equipment, scaffolding etc., complete work.</p>	SQM	23
12	<p>Supply, Installation, Testing and Commissioning and electrical fittings, including mild steel MCB distribution box single door MCB double pole (63mp 1no.) single pole MCB 3nos. and fall ceiling LED panel lights round or square <b>(18W 4nos)</b>.23w LED tube light fitting 1NO, Philips or Crompton or equivalent), 3 pin (16amp) switch socket combination (1nos.),Anchor Roma Classic or equivalent 10 A 1 Way Switch <b>15NOS</b> Anchor Roma Polycarbonate or equivalent <b>10A, Multi Socket for 5-Pin 10 NOS</b>, Anchor or equivalent Metal GI <b>Box HZ Roma 9 Module 6 NOS</b> and Anchor by Panasonic Roma or equivalent Plus Modular Polycarbonate 9m Horizontal Plate6 NO (White) 20A 2 pole metal box and plug top WITH MCB 1 NO (AC POINT)and <b>wiring connection line</b> concealed pvc 19mm pipe (10 RM),and fenolix or orbit or equivalent copper insulation wire(fire resistant) for 2.5sqmm wire using light fitting and <b>4.00qmm using AC Point and</b> (Polycab or equivalent 4 Sqmm, 3 core Pvc Ins. &amp; Sheathed Copper Flexible Cable Black As Per Is 694)( 10 RM ) connection including all materials and labour, tools, equipments etc.,</p>	LS	1
13	<p>supplying and fixing of MX DUAL PORT RJ45 86 KEYSTONE JACK FACEPLATE FOR ETHERNET LAN RJ-45 CAT5E CAT6 WITH SHUTTER 3NO Anchor Metal GI Box HZ Roma 6 Module 3 NOS net connection line concealed pvc 19mm pip (10RM)and all materials, labour, tools, equipment, etc., complete Work.</p>	LS	1



**Balmer Lawrie & Co. Ltd. Container Freight Station, [Chennai]**  
**Tender No: BLC/CFS/Surveyor Room/15**

14	<p>Providing and fixing aluminium work for doors, openable or sliding windows, with(Any branded items equivalent quality to Jindal) as available in the market, of any approved colour extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / panelling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. Polyester powder coated aluminium With float glass panes of <b>6 mm</b> thickness saint gobain or equivalent brand Including Handle and lock etc complete for the finished item of work.</p>	SQM	5
15	<p>Providing flooring with approved quality VITRIFIED TILES JOHNSON AND SOMANY or equivalent of size <b>600mmX600mmX10mm</b> nominal thickness or nearest size as available in the market set in cement mortar 1:4 20mm average thick, with required slope and fixed with neat cement slurry and joints neatly pointed with white cement added with pigment to match the colour or the tiles, curing all as directed including <b>wall skirting 100mm</b> wide with cement and all other materials, labour, tools, equipments, etc., complete.</p>	SQM	25
16	<p>Complete work of Preparing the surfaces of walls building outside and applying one coat primer and two coats of <b>exterior ultima paint of asian or equivalent</b> of approved colour and shade to give and even shade, finish for all as per specification and as directed at site of work including all materials, labour, scaffolding, brushes, tools, equipment etc.,</p>	SQM	50
17	<p>Preparing the surfaces of walls building inside (<b>interior</b>) and applying one coat putty and two coats of <b>royal and royal shine paint of asian or equivalent</b> of approved colour and shade to give and even shade, finish for all as per specification and as directed at site of work including all materials, labour, scaffolding, brushes, tools, equipments etc., complete work.</p>	SQM	65

18	Complete work supplying and fixing of cupboard doors using of water proof plywood 19mm thick (Termite resistant) Inside plain half white wood laminated mica thickness (0.8mm) and outside laminate sunmica colour sheet, thickness (1mm-classic finishing) and slip on cabinet Hinge 2 hole- full overlay and high grade AISI 316 stainless steel door handle (8mmX96mm)and godrej or equivalent lock including all materials, labour, tools, equipment, etc.,	Sqft	60
19	Supply and fixing 20mm thick Average cuddapa stone cutting of suitable size and fixing of cupboard rack including materials, labour, tools, equipment etc., complete work.	SQM	6
20	Supplying and fixing heavy duty hydraulic door closer (DYNA or EVERITE or any other equivalent brand) with necessary accessories and screws including all as directed at site of work and all materials, labour, tools, equipment, etc., complete work.	1 NOS	1

**Quantity Variation: The quantities of various items mentioned in the rate schedule are approximate and may vary. The contractor must provide all materials, labour, tools, equipment, etc required to complete the entire project.**

## **GENERAL TERMS AND CONDITIONS**

### **1. Qualification**

- 1) Payment of EMD Rs. 3000/- (EMD is exempted for the MSME and NSIC registered vendors however they have to produce valid registration certificate)
- 2) Experience of having successfully completed similar civil works during last 5 years ending 31<sup>st</sup> March 2020 should be either of the following:
  - a) Three similar completed civil works costing not less than Rs. 2,00,000/-  
or
  - b) Two similar completed civil works costing not less than Rs. 3,00,000/-  
or
  - c) One similar completed civil work costing not less than Rs. 5,00,000/-
- 3) Should have minimum average turnover of Rs.3,00,000/- during the last 3 years ending March 19.(Proof to be attached).
- 4) The Bidder must have GST registration (Proof to be attached)
- 5) Should not have been blacklisted by any PSU / Govt. Department (a self-certification is required and should be attached)
- 6) Bidder should have PF/ESI registration (Proof to be submitted)

### **2. Submission Of Bids**

The bids should be submitted in Single bid  
**The price bid to be quoted in e-proc portal only**

### **3. Tender Opening**

Bid will be opened as per due date mentioned in the Tender.

### **4. Acceptance of offers**

4.1 Balmer Lawrie reserves the right to accept any tender in whole or in part or reject any tender or all tenders or place order for any quantity, less than or more than the tendered quantity, without assigning any reason thereof.

4.2 Bids of any tenderer may be rejected if a conflict of interest is detected between the bidders and Balmer Lawrie at any stage.

4.3 Balmer Lawrie would like to place order for all the items of work as mentioned in the Price bid to a single contractor. The overall L1 status will be determined by looking at the total value quoted by the bidder.

4.4 Incomplete tenders, conditional tenders, tenders received late or tender not conforming to the terms and conditions mentioned in the Tender documents or not accompanied by the requisite Earnest Money Deposit (unless exempted under the terms of this Tender) will be rejected.

### **5. Negotiations**

5.1 Balmer Lawrie reserves the right to negotiate with the Tenderer. Tenderer will have to attend the concerned office of Balmer Lawrie for negotiations/clarifications required from them, in respect of their quotations, without any commitment on the part of Balmer Lawrie.

5.2 In case of negotiation, the Tenderer should send the confirmation of outcome of such negotiation in writing so as to reach the concerned office of Balmer Lawrie within 3 days from the date of negotiation/ the time stipulated whichever is earlier. If the Tenderer fails to comply with this requirement Balmer Lawrie reserves its right to ignore their quotation at its discretion with the attendant remedies available to them.

### **6. Price Variation**

6.1 The price should be firm and irrevocable and not subject to any change whatsoever even due to Increase in cost of materials, components and labour cost till the validity of the contract period.

6.2 The quoted rates shall be valid for a period of minimum 30 days from the date of opening the price Bid.

### **7. Notification of Award**

Prior to the expiration of the period of Bid validity, BL will place purchase order or letter of intent on the successful bidder(s).

### **8. Safety**

The bidders are strictly advised to follow the various safety aspects as per HSE norms in attending to the above work at various elevated structures, roof levels like providing proper scaffolding, safety ropes and safety helmets, safety shoes etc. Under no circumstances Balmer Lawrie would be liable for any kind of deviation in following the safety instructions by the bidder. It is contractor's responsibility to obtain necessary PTW (Permit To Work) from concern officers before start any work & obtain workman's compensation insurance.

### **9. Liability & Ensuring Safety**

The contractor would be fully responsible to ensure safety of lives, cargo, vehicles, property and containers within Balmer Lawrie-CFS yard. Any damage to life and / or property inside the CFS yard due to negligence would be to the account of the contractor

The Contractor has to be followed company's HSE guideline while carrying out the work.

a) Permit to be obtained from concern officer in charge, while work at height.

- b) Hot work permit to be obtained from concern officer in charge before starting the work.
- c) Proper PPE usage has to be ensured

## **Safety Requirements to be followed**

### **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.

### **Confined Space**

Before commencing Work in a confined space the Contractor must obtain from BL a Permit to Work, the Permit to Work will define the requirements to be followed.

As minimum Contractors must ensure the following:

- i. Confined spaces are kept identified and marked by a sign near the entrance(s).
- ii. Adequate ventilation is provided
- iii. Adequate emergency provisions are in place
- iv. Appropriate air monitoring is performed to ensure oxygen is above 20%.
- v. Persons are provided with Confined Space training.
- vi. All necessary equipment and support personnel required to enter a Confined Space is provided.

### **Tools, Equipment and Machinery**

The Contractor must ensure that all tools & equipment provided for use during the Work is:

- suitable for its intended use;
- 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);
- Used only by people who have received adequate information, instruction and training to use the tool or equipment.
- Provided with Earth leakage circuit breaker (ELCBs) at all times when using electric power cords. Use of electrical tape for temporary repairs is prohibited.

### **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 BL 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.

### **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.

Fall Protection Systems

Where fall protection systems are used then the Contractor must ensure the following is applied:

- i. Only approved full body harness and two shock-absorbing lanyards are used,
- ii. Prior establishment of a rescue plan for the immediate rescue of an employee in the event they experience a fall while using the system,
- iii. Anchorage points must be at waist level or higher; and capable of supporting at least the attached weight,
- iv. Lifeline systems must be approved by BL before use.
- v. Use of ISI marked industrial helmet at all point of time.

**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.

**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.

- a. Fabricated ladders are prohibited.
- b. Ladders will be secured to keep them from shifting, slipping, being knocked or blown over.
- c. Ladders will never be tied to facility services piping, conduits, or ventilation ducting.
- d. Ladders will be lowered and securely stored at the end of each workday.
- e. Ladders shall be maintained free of oil, grease and other slipping hazards
- f. 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.
- g. Ladders with structural defects shall be tagged "Do Not Use," immediately taken out of service, and removed from the Site by the end of the day.

**Roof Work/Access**

Roof work and access to roofs must not be undertaken without prior authorization from BL.

**Overhead Work**

A secure exclusion zone shall be maintained by Contractor below overhead work to prevent access. It is forbidden to work beneath a suspended load.

**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 BL to review at any time and may be subject to BL's prior approval.

**Balmer Lawrie & Co. Ltd. Container Freight Station, [Chennai]**

**Tender No: BLC/CFS/Surveyor Room/15**

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 BL. Emissions include but are not limited to noise, dust, fumes, vapours.

**10. ESI/PF/Other Statutory obligations:**

The Contractor would be required to ensure adherence of all statutory obligations related to their employees who would be working inside Balmer Lawrie premises. On award of the contract, the Contractor shall ensure compliance with all relevant statutory provisions under the relevant labour laws which are as given below:

- a) The Contract Labour (Regulation & Abolition) Act 1970
- b) The Employees Provident Funds and Miscellaneous Provisions Act 1952
- c) The Employees State Insurance Act 1948
- d) The Minimum Wages Act 1948
- e) The Workmen Compensation Act 1923

and other applicable labour enactment and as amended from time to time in respect of the personnel deployed by the Contractor at the Company's premises.

The personnel deployed in the Company's premises by the Contractor shall be fully qualified in all respects to carry out the activities for which he/ she has been deployed.

The contractor shall equip the personnel deployed by him in the Company's premises with all the necessary implements and safety equipment.

**It may be noted that the bill submitted by the Contractor for services rendered shall be processed only on submission of satisfactory proof of remittances Challans in respect of statutory payments such as ESI, PPF, etc. for the personnel deployed by him in the Company's premises along with the ESI/PF numbers allotted to them. Cost if any, incurred by the Company in ensuring statutory compliance with the existing labour enactment and as amended from time to time shall be fully charged to the contractor.**

**11. Completion Period**

The entire work shall be supplied within 6 weeks from the date of placement of order.

**12. EMD**

The bidder shall furnish **an interest free** EMD of Rs.3,000/- (Rupees three thousand only) through on-line Bank Transfer in NEFT / RTGS / IMPS mode in favour of Balmer Lawrie & Co Ltd payable at Chennai available in e-portal. (In case of difficulty please contact HELP DESK). The EMD amount would be forfeited by Balmer Lawrie & Co Ltd in the event of the bidder's failure to perform the job order placed by the Company or lack of interest to perform the contract. The EMD of unsuccessful bidder would be returned after finalization of contract.

**13. Payment Terms**

95% of the bill value will be payable on completion of work. Balance 5% of the payment will be withheld as "Retention Money" towards performance of the work and will be released after six months from the date of completion of the work certified by the in-charge.

**14. Contact Person**

For any clarification / Queries you may please contact Amit K Mukherjee Asst. Manager (Commercial) Balmer Lawrie & Co. Ltd., CFS, Chennai, Phone 044-25940643 / +91- 8906506476.

**15. Sub-letting of Work**

No part of the contract or any share or interest therein shall in any manner or degree be transferred, assigned or sublet by the contractor directly or indirectly to any person, firm or corporation without the consent in writing from Balmer Lawrie. In the event of contractor contravening the conditions, Balmer Lawrie shall be entitled to get the work done from other firm at the 'Risk & Cost' of the contract.

**16. Declaration of UAM by MSME vendors**

It is mandatory that MSME vendors must declare their UAM (Udyog Aadhaar Number) on Central Public Procurement Portal (CPPP), failing which such bidders will not be able to enjoy the benefits as per Public Procurement policy for MSME's order 2012.

**16. Purchase preference policy for MSE Vendors**

If it is seen that a Micro and Small Enterprises (MSE) has participated and the price quoted by them is within a price band of +15% of the L1 price (which is from a supplier who is not MSME), then such MSE vendor shall be allowed to supply a pre-determined portion of the tendered quantity subject to their matching the L1 price. In case, more than one number of MSE vendors are within the +15% range, all of them shall be given the option of matching the L1 price. In such a situation, the pre-determined quantity shall be equally divided amongst all such MSME vendors who have matched the L1 price. In case the total tender value is not split able, 100% of the value will be given MSE (within 15% band with non MSE vender) vender subject to matching with L1 price of non MSE vender.

**17. Compliance of GST**

The vendor should compulsorily follow all the provisions of GST and in the event any default for fulfilling any provisions of the GST Act, Balmer Lawrie & Co. Ltd. would exercise the right for non-payment/withholding payment, / black listing the vendor.

**18. Indemnity**

The Contractor will be required to indemnify and keep indemnified the Company against all losses and claims for injury and damage to any person or any property whatsoever which may arise out of or in consequence of the work and against all claims, demands proceedings damages, cost charges and expenses whatsoever while transporting & delivering the containers from his plot to BL CFS. The company may forward the bidder any such claim demand or complaint made by any other person against the company. In such event, the contractor shall solely be liable for the disposal of the said complaint. The contractor will be required to Indemnify and absolve the Company of all responsibilities related to employment condition of their employees and should adequately safeguard Company against any possible IR problems including those related to employment.

**19. Power & Water**

The contractor need to arrange for the water required to complete the work. Power will be provided by BL.

**20. Arbitration**

**Balmer Lawrie & Co. Ltd. Container Freight Station, [Chennai]  
Tender No: BLC/CFS/Surveyor Room/15**

Any dispute or difference arising under this Contract shall be referred under jurisdiction of Kolkata to a sole arbitrator to be appointed mutually by the Parties 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. The award shall be a speaking award stating reason therefor and is final & binding on the parties. The proceeding shall be conducted in English language and courts at Kolkata will have exclusive jurisdiction to settle any dispute arising out of this contract.

**In event of any dispute or difference relating to the interpretation and application of the provision of commercial contract(s) between Central Public Sector Enterprises (CPSEs) / Port Trusts inter se and also between CPSEs and Government Departments/Organizations (excluding disputes concerning Railways, Income Tax, Customs & Excise Departments), such disputes or difference shall be taken up by either party for resolution through AMRCD as mentioned in DPE OM no 4(1)/2013-DPE(GM)/FTS-1835 dated 22.05.2018**

**DECLARATION**

**Having examined the tender documents, we have understood the terms & conditions indicated in the Tender No: BLC/CFS/Surveyor Room/15, Dt. 06.10.20 and hereby confirm our acceptance of the same.**

Place : Signature of Tenderer

Date : Name & Address



**ANNEXURE – A**

**PARTICULARS OF THE TENDERER’S ORGANISATION**

S. No	Description	Tenderers Details
1	Name of the Tenderer	
2	Address of the Registered Office	
3	Address of the branch / office quoting against the Tender	
4	Year of commencement of business	
5	Whether Sole Trader/ Partnership / Private Limited Co., or Public Limited Co. /LPP	
6	Registration No. (Under companies Act )	
7	Whether copy of Incorporation /Registration certificate from ROC(Registrar of company) uploaded	
8	Income Tax PAN no.	
9	Whether copy of PAN enclosed / uploaded	
10	Whether copy of latest Income Tax Return uploaded	
11	Service Tax Registration. No.	
12	Whether copy of Service Tax Registration certificate Uploaded	
13	Name of the Banker	
14	Whether registration under MSMED act	
15	In case registered under MSMED provide registration number and copy of registration certificate.	
16	MSMED bidder must state whether they belong to SC/ST category	

**ANNEXURE – B**

**PRICE BID**  
**Tender No: BLC/CFS/Surveyor Room/15, Dt. 06.10.20**  
**Civil Construction of Surveyor Room**

SI No	Item Description	Unit	Qty	Rate	Amount Rs.
1	Complete Job of removal of sound qualities concrete paver blocks from existing pavement, cleaning, stacking in proper manner by selecting a good places within 500m surrounding for reuse and removal of damaged blocks including transportation, loading , unloading dumping at the location (1000m) decided by the CFS authorities .	SQM	7		
2	Earth work in excavation for box cutting, in existing damaged road pavement in all types of soil, bituminous macadam, WBM and boulder soling up to a depth of 1.m (max) from finished formation level grade and disposal of the same outside the premises at contractor cost as directed by the Engineer in charge.	CUM	3		
3	Dismantling the existing PCC , RCC, brickwork, wash basin and cupboard in cement mortar as existing at site of work without damaging the nearby structures by suitable mechanical means to the required size, shape and level all as per relevant specifications, drawings and as directed including stacking the debris within a lead of 1000m for re- transportation and disposal all as directed at site including all labour, tools, tackles, equipment, plants transport, fuel etc.,	CUM	3		
4	Constructing Wet Mix Macadam & laid in each 100mm thick layers to achieve required compacted thickness with crushed stone aggregate, complete with all materials, transportation, labour and compaction and rolling with plate vibrator 8 tn etc. as per CPWD/ MOST specifications, drawings and instructions of Engineering-Charge.	CUM	8		
5	Providing and laying plain cement concrete by hacking the existing surface for receiving the PCC, 1:4:8 machine and manually mixed and using 20 mm / 40mm and below size, crushed graded granite aggregate as applicable in foundation trenches, plinth, bed blocks, pockets etc, including curing etc as directed by Engineer -in -charge . 1:4:8 mix with 40mm metal.	CUM	3		

6	Supplying, transporting, fabricating and placing in position TMT(Fe500 gade) steel bars as reinforcements for all RCC works wherever required including all handling, cutting, bending and tying with 1.25mm dia black annealed steel binding wire all as per relevant specification and as directed including all materials, labour, tools, equipment etc., complete work.	KG	360		
7	Centering and shuttering including strutting, propping etc. and removal of form for Foundations, footings, bases of columns, Suspended floors, roofs, landings, balconies and Lintels, beams, plinth beams, etc.	SQM	37		
8	Reinforced cement concrete work in plinth beams, suspended floors, roofs shelves, chajjas, lintels, bands, plain window sills, staircases and spiral stair cases plinth level up to floor level, excluding the cost of centering, shuttering, finishing and reinforcement with 1:1.5:3 (1 cement : 1.5 coarse sand : 3 graded stone aggregate 20 mm nominal size). including all materials, labour, tools, equipment, etc., complete Work.	CUM	4.5		
9	Brick work in 230 mm thick wall with cement mortar 1:5 using best quality locally available bricks having a crushing strength of minimum 50 kg./Sq.cm. Including all scaffolding, curing, etc., all as specified or directed by Engineer in charge	CUM	12		
10	Complete work of Preparing the surfaces of walls and plastering in cement mortar 1:5 12mm thick to the required finish all as directed, including cement and other materials, labour, tools, equipment, scaffolding, curing etc.,	SQM	100		
11	Providing and fixing suspended Gypsum board false ceiling (at required height from the existing floor level) including providing and fixing Galvanised steel grid frame consists of G.I perimeter channels of 0.50mm thick 27mm high having flanges of 20mm and 26mm long along the perimeter of ceiling, fixed to brick wall/partition with the help of nylon sleeves and screws/ raw plugs at 450mm centre to centre including full putty and painting with two coats of interior emulsion paint all materials, labour, tools, equipment, scaffolding etc., complete work.	SQM	23		

12	Supply, Installation, Testing and Commissioning and electrical fittings, including mild steel MCB distribution box single door MCB double pole (63mp 1no.) single pole MCB 3nos. and fall ceiling LED panel lights round or square (18W 4nos).23w LED tube light fitting 1NO, Philips or Crompton or equivalent), 3 pin (16amp) switch socket combination (1nos.),Anchor Roma Classic or equivalent 10 A 1 Way Switch 15NOS Anchor Roma Polycarbonate or equivalent 10A, Multi Socket for 5-Pin 10 NOS, Anchor or equivalent Metal GI Box HZ Roma 9 Module 6 NOS and Anchor by Panasonic Roma or equivalent Plus Modular Polycarbonate 9m Horizontal Plate6 NO (White) 20A 2 pole metal box and plug top WITH MCB 1 NO (AC POINT)and wiring connection line concealed pvc 19mm pipe (10 RM),and fenolix or orbit or equivalent copper insulation wire(fire resistant) for 2.5sqmm wire using light fitting and 4.00qmm using AC Point and (Polycab or equivalent 4 Sqmm, 3 core Pvc Ins. & Sheathed Copper Flexible Cable Black As Per Is 694)( 10 RM ) connection including all materials and labour, tools, equipments etc.,	LS	1		
13	supplying and fixing of MX DUAL PORT RJ45 86 KEYSTONE JACK FACEPLATE FOR ETHERNET LAN RJ-45 CAT5E CAT6 WITH SHUTTER 3NO Anchor Metal GI Box HZ Roma 6 Module 3 NOS net connection line concealed pvc 19mm pip (10RM)and all materials, labour, tools, equipment, etc., complete Work.	LS	1		
14	14 Providing and fixing aluminium work for doors, openable or sliding windows, with(Any branded items equivalent quality to Jindal) as available in the market, of any approved colour extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / panelling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. Polyester powder coated aluminium With float glass panes of 6 mm thickness saint gobain or equivalent brand Including Handle and lock etc complete for the finished item of work.	SQM	5		

15	Providing flooring with approved quality VITRIFIED TILES JOHNSON AND SOMANY or equivalent of size 600mmX600mmX10mm nominal thickness or nearest size as available in the market set in cement mortar 1:4 20mm average thick, with required slope and fixed with neat cement slurry and joints neatly pointed with white cement added with pigment to match the colour or the tiles, curing all as directed including wall skirting 100mm wide with cement and all other materials, labour, tools, equipments, etc., complete.	SQM	25		
16	Complete work of Preparing the surfaces of walls building outside and applying one coat primer and two coats of exterior ultima paint of asian or equivalent of approved colour and shade to give and even shade, finish for all as per specification and as directed at site of work including all materials, labour, scaffolding, brushes, tools, equipment etc.,	SQM	50		
17	Preparing the surfaces of walls building inside (interior) and applying one coat putty and two coats of royal and royal shine paint of asian or equivalent of approved colour and shade to give and even shade, finish for all as per specification and as directed at site of work including all materials, labour, scaffolding, brushes, tools, equipments etc., complete work.	SQM	65		
18	Complete work supplying and fixing of cupboard doors using of water proof plywood 19mm thick (Termite resistant) Inside plain half white wood laminated mica thickness (0.8mm) and outside laminate sunmica colour sheet, thickness (1mm-classic finishing) and slip on cabinet Hinge 2 hole- full overlay and high grade AISI 316 stainless steel door handle (8mmX96mm)and godrej or equivalent lock including all materials, labour, tools, equipment, etc.,	Sqft	60		
19	Supply and fixing 20mm thick Average cuddapa stone cutting of suitable size and fixing of cupboard rack including materials, labour, tools, equipment etc., complete work.	SQM	6		
20	Supplying and fixing heavy duty hydraulic door closer (DYNA or EVERITE or any other equivalent brand) with necessary accessories and screws including all as directed at site of work and all materials, labour, tools, equipment, etc., complete work.	1 NOS	1		
	BASIC AMOUNT				
	GST 18%(995413)				
	TOTAL AMOUNT				