



बामर लॉरी एण्ड कं. लिमिटेड
(भारत सरकार का एक प्रतिष्ठान)
Balmer Lawrie & Co. Ltd.
(A Government of India Enterprise)

Balmer Lawrie & Co Ltd
(A Government of India Enterprise)
Administration Department
21, Netaji Subhas Road
Kolkata - 700 001

TENDER

FOR

Renovation, Painting & Other Ancillary Works of 1st, 3rd & 5th floor Flats

At

39, B C Road, KOLKATA – 700 019

TENDER REFERENCE – Admin/Accom/9

TENDER NO: - BL/HR/ADM/ACCOM9/LT/202021/0012 DATED 12.11.2020

DUE ON 16.11.2020 BY 3.00 PM

NOTICE INVITING TENDER

NIT No – BL/HR/ADM/ACCOM9/LT/202021/0012, Dated – 12.11.2020

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Renovation, Painting & Other Ancillary Works of 1st, 3rd & 5th floor Flats at 39, B C Road, Kolkata – 19

Balmer Lawrie & Co. Ltd. (BL) is a Mini-Ratna-I Public Sector Enterprise, under the Ministry of Petroleum & Natural Gas, Government of India. Along with its five Joint Ventures in India and abroad, 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 & Specialty Lubricants, Corporate Travel and Logistics Services.

1.0 Tenders are invited from only **Enlisted/Registered Vendors** with Balmer Lawrie & Co. Ltd. 21, Netaji Subhas Road, Kolkata-700001, for the job captioned at the premises referred in above subject. Bids from non-registered vendors shall not be opened.

1.2 **SCOPE OF WORK**

The complete scope of work and Technical Specifications has defined in **Annexure – I**

1.3 **COMPLETION PERIOD**

Time is the essence of the order. The time schedule for completion according to the contract/order shall be **60 (sixty) days** from the date of placement of order/ LOI whichever is earlier

1.4 **MANDATORY CRITERIA**

Bidders have to be enlisted with Balmer Lawrie & Co. Ltd.

1.5 **TENDER DOCUMENTS**

The vendors would be required to submit these papers (**Page No – 1 to 5**) documents along with PRICE BID - **Annex-I (Page No – 6 to 10)**. All the hardcopies of the Bid Documents as explained above and also defined in clause no. 2.0 of Condition of Contract under sealed envelope should reach at Administration Department, Ground Floor, Balmer Lawrie & Co. Ltd, 21, N S Road, Kolkata - 700001 on or before the due date of submission of tender. The Bidders who are submitting the Bids in person are requested to drop the same in our tender box located at the ground floor.

CONDITIONS OF CONTRACT

2.0 **GENERAL**

The intending tenderers shall be deemed to have visited the site and familiarized themselves thoroughly with the site conditions before submitting the tender. Non-familiarity with the site conditions will not be considered reason either for extra claims or for not carrying out the work in strict conformity with the specifications. Jr. Officer-Civil- Administration (033 2222 5406) may be contacted during office hours (Monday to Saturday 9.30AM to 6.30PM) to organize the site visit.

2.1 TAXES & DUTIES

All the taxes as applicable shall be paid extra.

2.2 NON-CONFORMANCE

Tenders not conforming to the all above mentioned requirements are liable to be rejected.

2.3 VALIDITY OF OFFER

Tendered shall keep their offer valid for a period of 60 days from the date of opening of Unpriced bid.

2.4 RATES AND OTHER ENTRIES

- (a) The tenderer should quote for all items in the Schedule of Rates.
- (b) The rates should be quoted in the same units as mentioned in the tender schedule of quantities.
- (d) Every page of the tender document including annexure / enclosures shall be stamped and signed by the tenderer or his authorized representative thereby indicating that each and every page has been read and the points noted.

2.5 RIGHT TO ACCEPT OR REJECT TENDER

- a. M/s Balmer Lawrie & Co Ltd reserves the right to accept or reject any or every tender without assigning any reason whatsoever / or to negotiate with the tenderer in the manner it considers suitable. In the event of receipt of lowest price from more than one (1) bidder, fresh price bids shall be invited from the lowest bidders only to determine final lowest bidder for placement of order.
- b. Bids of any tenderer may be rejected if a conflict of interest between the bidder and Company (Balmer Lawrie) is detected at any stage.
- d. Tender if submitted through e-mail or fax shall be summarily rejected.

2.6 Safety Rules

All the safety rules laid down by Balmer Lawrie, needs to be adhered at your own cost. This will mainly include all kinds of applicable personal protective equipment & complied tools. In case of violating any safety rules or in case of performing any unsafe acts during the execution of the job shall be stopped and the same may be undertaken by other vendor/s at your cost and risks. The detailed safety rules are as follows –

- a) Safety helmets and shoes are mandatory during the entire work for all workers and site supervisors
- b) Safety harness with full body harness for work above 6 feet of height
- c) All portable electrical tools need to be plastic body and double body insulation. No temporary joints in electrical cables are allowed. Proper plug sockets to be used while drawing power from source.
- d) While scrapping old paints, chipping out of plaster nose masks, safety goggles are must to be used

2.7 Testing & Inspection

The material, design and workmanship shall satisfy the relevant Indian & international Standards, the job specifications contained herein and codes referred to. Where the job specifications stipulate requirements in addition to those contained in the standard codes and specifications, these additional requirements shall also be satisfied. In the absence of any standards/specifications / code(s) of practice for any part of the work covered in this tender, the instructions/directions of Engineer-In-Charge will be binding on the **Supplier**.

2.8 Performance Guarantee

The supplier shall guarantee the work done and any fittings designed, manufactured, supplied, erected and tested by him against defective materials, poor workmanship, improper design, operation inadequacies & problems and failure from normal usage, for a period of 12 (twelve) calendar months after final acceptance of the work by the Owner.

2.9 Delay Penalty

Time is the essence of the order. The time schedule for completion according to the contract/order shall be **60 (sixty) days** from the date of placement of order/LOI whichever is earlier. In case of failing on completion of the job within time, a sum equivalent to 1% of certified bill value for each week shall be deducted which is subjected to 5% maximum.

2.10 Terms of Payment

No mobilization advance shall be paid to the contractor.

100% of the bill value will be payable by the Owner after submission of Bill accompanied by the relevant documents duly certified by Engineer-in-Charge after 30 days from the date of submission of the bill.

10% of the above bill shall be deducted towards retention money which will be released after completion and acceptance of work for performance maintenance period, which shall be twelve (12) months from the date of issue of completion certificate by the Engineer-in-Charge.

For extra items, rates shall be derived from similar item rates included in the schedule of work. Where there is no such similar item available in the schedule, rate shall be analyzed as follows:

Rate for extra item = Cost of material (a) + cost of labour inclusive of all necessary tools, tackles, equipment, machinery and consumable (b) required to carry out the work + 15% of (a+b) towards profit and overhead + taxes, duties etc.

For any Technical clarifications / queries Tenderers are requested to contact **Jr. Officer (Civil) - Admin (e-mail: chatterjee.r@balmerlawrie.com)**.

For Balmer **Lawrie & Co Ltd**

Head (Admin & CSR)

J P Gregory

FORM OF TENDER
[TO BE FILLED IN BY THE TENDERER]
NIT No – BL/HR/ADM/ACCOM9/LT/202021/0012, Dated – 12.11.2020
DUE ON 16.11.2020 BY 3.00 PM

Date - / 11 /2020

To,
HEAD [Admin & CSR]
Balmer Lawrie & Co. Ltd.
21, Netaji Subhas Road
Kolkata – 700 001.

Dear Sir,

Sub. - Tender for Renovation, Painting & Other Ancillary Works of 1st, 3rd & 5th floor Flats at 39, B C Road, Kolkata – 19

Having examined the subject Tender Documents consisting of Notice Inviting Tender, General Conditions of Contract, Special Condition of Contract, Price Schedule and having understood the provisions of the said Tender Document and having thoroughly studied the requirements of Balmer Lawrie & Co. Ltd. to the work tendered for in connection with the above subject job. I/We hereby submit our tender offer for the performance of proposed work in accordance with the terms and conditions as mentioned in the Tender Document at the rate[s] quoted by me/us in the accompanying price schedule based on the Schedule of Works included within the Tender document.

If the work or any part thereof is awarded to me/us, I/We undertake to perform the work in accordance with the Tender Document and accept the terms and conditions of the Tender as will be laid down therein failing which Balmer Lawrie & Co. Ltd. Shall be at liberty, without further reference to me / us and without prejudice to any of its rights or remedies, to terminate the agreement and / or to forfeit the earnest money deposited in terms thereof.

Thanking you,

Yours faithfully,

[Name & Address of Firm):- _____

Contact No. :- _____

Contact Person _____

With Designation: - _____

Technical Specifications



Balmer Lawrie & Co Ltd
(A Government of India Enterprise)
Administration Department
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Kolkata - 700 001

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General Conditions:

1. Details of the items under this Schedule shall be read in conjunction with the corresponding Specifications and other Tender Documents.
2. The work shall be carried out as per approved drawings, Specifications and the description of the items in this Schedule and/or Engineer's instructions.
3. Items of work provided in this Schedule but not covered in the Specifications shall be executed strictly as per instructions of the Engineer-In-Charge.
4. Unless specifically mentioned otherwise in the Contract, the Tenderer shall quote for the finished items and shall provide for the complete cost towards power, fuel, tools, tackles, equipment, Constructional Plant, Temporary Work, labour, materials, levies, taxes, transport, layout, repairs, rectification, maintenance till handing over, supervisions, colonies, shops, establishments, services, temporary roads, revenue expenses, contingencies, overheads, profits and all incidental items not specifically mentioned but reasonably implied and necessary to complete the work according to the contract.
5. The Quantities of the various items mentioned in the Schedule of Items are approximate and may vary up to any extent or be deleted altogether, but should not exceed 15% of the BOQ. The Contractor, in his own interest, should get an indication of the probable extent of the work to be executed under any particular item in this Schedule before undertaking any preliminary and enabling work or purchasing bought out components related to the work.
6. Engineer's decision shall be final and binding on the Contractor regarding clarification of items in this Schedule with respect to the other sections of the Contract.
7. For extra items, rates shall be derived from similar item rates included in the schedule of work. Where there is no such similar item available in the schedule, rate shall be analyzed as follows:
Rate for extra item = Cost of material (a) + cost of labour inclusive of all necessary tools, tackles, equipment, machinery and consumable (b) required to carry out the work + 15% of (a+b) towards profit and overhead + taxes, duties etc. as applicable.

SCHEDULE OF WORK

NIT No – BL/HR/ADM/ACCOM9/LT/202021/0012, Dated – 12.11.2020

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SI No.	Description	UOM	Quantity	Rate (In ₹)	Amount (In ₹)
1	15 mm thick cement plaster on interior walls of mix 1:4 (1 cement: 4 coarse sand) at all levels including removal of old cracked and damaged plaster, required surface preparation by scraping and cleaning, providing cement slurry with waterproofing agent (Doctor Fixit or approved equivalent) epoxy bonding agent (Doctor Fixit/Sika or approved equivalent) or in new brick wall, job all complete by works, all materials, labour charges, minimum ten days curing of the plasterwork The Job should be carried out up to the satisfaction of the engineer-in-charge	Sq M	50		
2	Brick masonry work with common burnt clay F.P.S. modular bricks of class designation 7.5 in superstructure to fill window AC openings in wall with cement mortar 1:4 (1 cement: 4 coarse sand) including the cost of all materials, labour charges and scaffoldings, job all complete up to the satisfaction of the engineer-in-charge	Cu M	2.5		
3	Providing and applying wall putty over new plastered surface including required surface preparation, job all complete by work, materials, labour charges and scaffolding job all complete up to the satisfaction of the engineer-in-charge	Sq M	50		
4	Providing and applying two/three coats of plastic emulsion paint (ICI/Asian Paints or approved equivalent) of require shades over one/two coats of acrylic primer on old/new interior wall/ceiling, including required surface preparations by means of cleaning (water jetting), scrapping to remove the old paint completely, crack/damages repairing with wall putty etc. job all complete by work including the cost of materials, labour charges and bamboo scaffolding Job should be carried out up to the satisfaction of the engineer-in-charge	Sq M	1250		
5	Providing and applying two coats of synthetic enamel paint (Berger or approved equivalent) of require shades over one coat of primer on old steel/wooden surface of windows/vents panel and frames, including required surface preparation by scraping with emery paper to remove old paint/rust, job all complete with materials, scaffolding labour charges The job should be carried out up to the satisfaction of the engineer-in-charge	Sq M	500		

SI No.	Description	UOM	Quantity	Rate (In ₹)	Amount (In ₹)
6	Providing and fixing 8/10 mm thick anti-skid matt finish floor tiles (Kajariya make or approved equivalent) of size 300 mm x 300 mm for floor and skirting (150 mm height) after preparation of proper bed with cement sand mortar (1 cement : 4 Sand) including dismantling the old/damaged mosaic/tiling work laid in the floor and removal of the material and disposing the rubbish initially to a selected location inside the premises by head load and finally to the nearest municipality dumping yard by a motor/manual van with all cost of materials and labour, job all complete by works and should be carried out up to the satisfaction of the engineer-in-charge (selection of tiles also shall be made by the same)	Sq M	20		
7	Providing, supplying and fixing 8 mm thick Kajariya make or approved equivalent glossy/mat finish wall tiles (Kajariya make or approved equivalent) of size 450mm x 300mm with required highlighters including after necessary backing sand cement mortar plaster (1 cement: 4 sand) including dismantling the old/damaged mosaic/tiling work laid in the wall and removal of the material and disposing the rubbish initially to a selected location inside the premises by head load and finally to the nearest municipality dumping yard by a motor/manual van with all cost of materials and labour, filling joints with white cement job call complete as per the direction of engineer in charge (selection of tiles also shall be made by the same)	Sq M	50		
8	Washing, cutting with hand/floor grinding machine (where required), cleaning/polishing with oxalic acid in old mosaic/marble work laid in floor and skirting, finishing with good quality polish, job all complete as per the direction of the engineer-in-charge	Sq M	500		
9	Repairing of old kitchen cabinets, wardrobes by means of replacing the broken panels, selves, hinges, handles, glass and other required accessories, job all complete with materials, labour charges including dismantling of damaged parts and the job should be carried out up to the satisfaction of the engineer-in-charge Note: It is recommended to visit the site and quote accordingly as per the current condition of the wooden cabinets, wardrobes	LS	1		
10	Pest control work in termite treatment for all the wooden cabinets, kitchen cabinets, wardrobe, book selves or any other wooden storage fixed in the entire flat with anti-termite chemical spray The job should be carried out up to the satisfaction of the engineer-in-charge	LS	1		
11	Finishing with good spirit polish on wooden surface of wardrobe, kitchen selves including appropriate surface preparation by scrapping to remove the old polish, job all complete with materials, labour and scaffolding. The job should be carried out up to the satisfaction of the engineer-in-charge	Sq M	250		

SI No.	Description	UOM	Quantity	Rate (In ₹)	Amount (In ₹)
12	All the window frames and panels to be checked and make operational for opening and closing properly job all complete by means of lubrication the hinges, replacing the stoppers and handle locks if required with all materials and labour The job should be carried out up to the satisfaction of the engineer-in-charge Note: It is recommended to visit the site and quote accordingly after checking the current condition of the windows	LS	1		
13	Providing, laying and fixing difference sizes (16mm or 25mm) Chlorinated polyvinyl chloride (CPVC) pipes (ISI marked) for conceal/surface water line, with all required clamps, sockets, elbow joints, T-Joints, rings etc. This includes jointing of pipes & fittings with CPVC solvent cement, testing of joints The job should be carried out up to the satisfaction of the engineer-in-charge	R Meter	50		
14	Providing and fixing difference sizes (16mm or 25mm) Un-plasticized polyvinyl chloride (UPVC) pipes (ISI marked) for conceal/surface water line, with all required clamps, sockets, elbow joints, T-Joints, rings etc. This includes jointing of pipes & fittings with CPVC solvent cement, testing of joints complete The job should be carried out up to the satisfaction of the engineer-in-charge	R Meter	50		
15	Providing and fixing white pedestal type water closet (European type W.C. pan) with seat cover and lid (Parryware/Hindware made or approved equivalent), 10 litter low level white P.V.C. flushing cistern, including flush pipe, with manually controlled device, and all necessary fittings, traps and connection pipes The job should be carried out up to the satisfaction of the engineer-in-charge	Per Number	1		
TOTAL =					

(In Words: _____)