



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

TENDER INVITING QUOTES FOR OFFICE FURNITURES AND CHAIRS

TENDER NO. BL/TRI/FUR/2021/40

DATED: 26.03.2021

DUE DATE FOR SUBMISSION

30.03.2021 - BY 03.00 PM

TENDER INVITING QUOTES FOR OFFICE FURNITURES AND CHAIRS

TENDER NO : BL/TRI/FUR/2021/40

DT. 26.03.2021

DUE ON : 30.03.2021 ON OR BEFORE 03.00 PM.

We are a Govt. of India Enterprise under the administrative control of Ministry of Petroleum and Natural Gas, Multi location, diversified conglomerate and having presence in manufacturing as well as service sectors.

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

S. No	Description	Details
1	Name of Work	TENDER INVITING QUOTES FOR OFFICE FURNITURE AND CHAIRS
2	Tender No	BL/TRI/FUR/2021/40
3	Validity Of Offer	60 days from the date of opening of the price bid.
4	EMD	Waived off
5	Downloading / Submission of Tender :	
	a. Starts on	26/03/2021
	b. Closes on	30/03/2021
7	Opening of Tenders	On or after due date of submission.

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 60 days from the date of tender opening, for our acceptance.
3. The interested bidders should be submitted with the documents specified, duly signed and sealed through physical documents within the due date and time of the Tender. Physical bids / documents are to be sent to :

Mr.Arpan Choudhury
Senior Branch Manager – LS (Bangalore)
Balmer Lawrie & Co. Ltd.,
342, Konena Agrahara, Old Airport Road,
Murugeshpalaya
Bangalore 560017

4. **Delivery Period:** Within 4 weeks from the date of receipt of Purchase Order
5. **Payment Terms:** After 5 working days from the date of installation and submission of invoice
6. **Warranty:** Two year from the date of supply/ installation against any manufacturing defect

7. **Validity of offer:**

Tenderers shall keep their offer valid for acceptance for a period of 60 days from the due date of submission of tender

The due date for submission of offer on or before 30.03.2021 BY 3 PM

8. **Scope of work**

Supply and installation of the Godrej Make Chairs, Furniture and Workstation, as specified in Price Bid, to our Trivandrum Office, Kerala. The office address are given below

Balmer Lawrie and Co. Ltd
(A Government of India Enterprise)
LOGISTICS SERVICES DIVISION
SNNRA 17, Sivada Tower,
Pettah, Trivandrum – 695024
Phone: 0471-2463713, 2463477, Mobile No.9895013054

The interested bidders may visit our office in Trivandrum to see the space for installation of the items.

9. **The items are required to be supplied either by Godrej company directly or through any of its Authorized dealers of Godrej. The Dealers are required to submit documentary evidence of its dealership along with the technical bid. Submission of bids from other Companies and/ or traders will not be entertained.**

For Balmer Lawrie & Co. Ltd,

Arpan Choudhury
Sr. Branch Manager (Logistics)



Balmer Lawrie and Co. Ltd
(A Government of India Enterprise)
LOGISTICS SERVICES DIVISION
342, Konena Agrahara, Old Airport Road
Murugeshpalaya,
Bengaluru 560 017
MOBILE No. 7299005294

REF NO: BL/TRI/FUR/2021/040

Date : 26.03.2021

There shall not be any case or charge under investigation/enquiry/trial against the bidder, nor convicted in a court of law nor suspended / black listed by any organisation on any grounds.

Balmer Lawrie reserve the right to use in-house information for assessment of capability of bidders. The decision of Balmer Lawrie regarding tender shall be final and conclusive.

If the performance of the bidder is/has been found to be unsatisfactory for any reasons whatsoever, in any organisation including Balmer Lawrie, then Balmer Lawrie reserves the right to reject the bids submitted by such bidders.

Bidders shall ensure submission of complete information/documents at the first instance itself. Balmer Lawrie reserves the right to complete the evaluation based on the details furnished by the agencies without seeking any subsequent additional information. Bids not in compliance with tender conditions or with incomplete information/documents are liable for rejection.

- 1) The Company has the right to reject all or any offer without assigning any reason whatsoever. All decisions of the company in these regards shall be final.
- 2) The Agency shall provide quality service, in the event of any deterioration in the quality of service, about which the company will be the sole judge, the company reserves the right to cancel the order immediately.
- 3) The Agency shall be fully responsible for the successful completion of the supply as per the terms contained herein. Any contravention of the conditions will lead to cancellation of the order. The Agency shall be responsible for the consequences arising out of such termination.
- 4) Any sub-contract or subletting to a sub-Agency [s] by the successful Agency shall not be permitted.
- 5) The last date for submission of tender is 30th March , 2021 by 3.00 PM

The above terms and conditions duly signed by the bidder will form part of the offer and as acceptance of the contract and therefore inalienable for the contract. The bidder shall sign the terms and conditions and should enclose the same with the offer as token of

acceptance of the terms and conditions and they shall form part of offer and acceptance of the contract and therefore inalienable from the contract.

Bids of those bidders which are meeting the above qualifying requirements shall be taken up for detailed evaluation

ARBITRATION

Any dispute or difference under this Contract shall be referred for adjudication at Kolkata to a sole arbitrator to be appointed by the Chairman Managing Director of Balmer Lawrie & Co. Ltd and the provisions of Arbitration and 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 paid equally by both the parties.

Canvassing in any form by the agency himself or by any other agency on their behalf may lead to disqualification of their bid. Clarification if any can be obtained from Mr.Babu Parthiban – Assistant Manager-HR

Date

Name and signature of the tenderer

(With company seal)., Mob No

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TENDER NO. BL/TRI/FUR/2021/40

Annexure-1

PART I (A)-TECHNICAL BID

Sl. No.	Particulars	Details (Please tick/ fill up with answers, wherever required)
1.	Name of the Agency	
2	Contact details, Name & Postal address	
3	PAN CARD & GST Registration Documents	
4	Proof of Dealership to be provided	

I have gone through the various terms and conditions mentioned in the tender documents and I agree to abide by them. I,.....solemnly declare to the best of my knowledge and belief, the information given above and in the enclosures accompanying it, is correct, complete and truly stated.

Signature.....

Name.....

Owner/ authorized signatory.....

Place:

Date:

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TENDER NO. BL/TRI/FUR/2021/40

Annexure-2

PART I (B)-PRICE BID

Sl.no	Description of the Items	Required Quantity	Unit Price per Item in Rupees	Total Price in Rupees (Excluding GST)
1	Godrej Make Aristo Table with the Specification of LH 1200 x 600x750	3		
2	Godrej Make Aero High Back Chair with Fabric upholstery, Adjustable Armrests, Knee Tilt Synchro Mechanism, Nylon Pedestal	6		
3	Godrej Make Motion Brand Visitor Chair	10		
4	Godrej Make 4 Drawer Vertical filing Cabinets with shooting bolts mechanism and 10 Lever cam lock)	1		
5	Godrej Make Storwel Plain Almirah High yield strength CRCA steel. Mazak handle & 3 way locking mechanism with Shooting Bolts. Heightwise adjustable shelf mounting with UDL capacity of max 40 Kg. Epoxy powder coating with thickness of 50 microns.	1		

GST % _____

NOTE

1. No separate charges would be paid for loading , unloading and fixation of furniture's/Workstations/ chairs.
2. GST percentage to be quoted separately.

Signature of the Owner/Authorized Person

Name of the Owner/Authorized Person