



Balmer Lawrie & Co. Ltd.

(G & L- Silvassa))

(A Government of India Enterprise)

**Survey No. 201/1, Rakholi-Sayli Road, Sayli, Silvassa-396230(D&NH).
Office-9099084731, 9099084732:Extn 60, E-mail – sengupta.s@balmerlawrie.com**

e-Tender Notice

**Tender No: -GLS/TE21/027 Dated: 19/08/2021
Due Date: - 31/08/2021 Till 4.00 PM**

Dear Sirs/Ma'am,

Subject: Supply of one number MCC panel Complete with all accessories.

Online offers are invited from our registered vendors for the subject supply as per the scope of work, Technical Specification are mentioned below, and General terms & conditions, Undertaken and Obligation of Contactor, HSE Chapter are mentioned in Annexure-A, B & C.

Scope of work: Supply of one number Low tension, indoor type, Compartmentalized, bottom Bus bar, Floor mounting MCC Panel complete with testing as per technical specifications given below.

For Balmer Lawrie & Co. Ltd.

Sr Manager SCM

Declaration for GeM: - The tendered service/item 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."



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Technical Specifications

DETAILS OF REQUIRED MCC PANEL WITH ITEM DESCRIPTION					
Name & Qty of the Feeder	Feeder Description	Item Description	Make	Qty per Feeder	Total no of Feeder
INCOMER	630 Amps TPN MCCB	630AMP,TP,MCCB,36KA,Thermal magnetic Release with Over load and shortcircuit Protection	L&T /Legrand/Siemens or equivalent.	1	1
		Extended Rotary Handle for above MCCB	L&T /Legrand/Siemens or equivalent.	1	1
		Spreader Link for MCCB	L&T /T.C/Siemens or equivalent.	1	1
		Multifunction meter with Rs 485	Secure/select or equivalent	1	1
		CT 650/5A,2.5VA,Nylon Flame retardant type for metering.	Newtek or equivalent.	1	3
		RYB Indication Lamp-LED Type	L&T/Technic/Esbee or equivalent.	1	3
		06A Single pole MCB,10KA for control circuit.	L&T /Legrand/Siemens or equivalent.	1	3
		Neutral Link	Ronak or equivalent.	1	1



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DETAILS OF REQUIRED MCC PANEL WITH ITEM DESCRIPTION					
Name & Qty of the Feeder	Feeder Description	Item Description	Make	Qty per Feeder	Total no of Feeder
OUT GOING 4NOS	20 HP/15KW DOL STARTER FEEDER 4NOS	100AMPS,TPN SDF	L&T or equivalent.	1	4
		100 AMPS TPN Fuse Link	L&T /or equivalent.	3	4
		40A,TP Power Contactor,coil voltage 230V	L&T /T.C/Siemens or equivalent.	1	4
		Thermal Over Load Relay.	L&T /T.C/Siemens or equivalent.	1	4
		Add on block Auxiliary contact (2NO+2NC) front mounting	L&T /T.C/Siemens or equivalent or equivalent.	1	4
		Auto /Manual Selector Switch	L&T /T.C/Siemens or equivalent.	1	4
		On/off illuminated PUSH BUTTON	L&T/Technic/Esbee or equivalent.	2	4
		Trip Indication Lamp-LED Type	L&T/Technic/Esbee or equivalent.	1	4
		6A Single pole Control MCB	L&T /T.C/Siemens or equivalent.	1	4
		Power Terminal/connectors of Suitable rating	Elemex/Connectwell or equivalent.	3	4
		Control Terminal/Connector of Suitable rating	Elemex/Connectwell or equivalent.	7	4
		Neutral Link	Leo or equivalent or equivalent.	1	4
Panel mounted digital Ammeter of suitable size and rating.	Elmeasure/select or equivalent	1	4		
CT (Current transformer) for Ammeter.	Jyoti/C&S/Kappa or equivalent.	1	4		



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DETAILS OF REQUIRED MCC PANEL WITH ITEM DESCRIPTION					
Name & Qty of the Feeder	Feeder Description	Item Description	Make	Qty per Feeder	Total no of Feeder
OUTGOING 4 NOS	40 HP/30KW DOL STARTER FEEDER - 2NOS	100AMPS,TPN SDF	L&T or equivalent.	1	4
		100 AMPS TPN Fuse Link	L&T /or equivalent.	3	4
		70A,TP Power Contactor,coil voltage 230V	L&T /T.C/Siemens or equivalent.	1	4
		Thermal Over Load Relay.	L&T /T.C/Siemens or equivalent.	1	4
		Add on block Auxiliary contact (2NO+2NC) front mounting	L&T /T.C/Siemens or equivalent or	1	4
		Auto /Manual Selector Switch	L&T /T.C/Siemens or equivalent.	1	4
		On/off illuminated PUSH BUTTON	L&T/Technic/Esbee or equivalent.	2	4
		Trip Indication Lamp-LED Type	L&T/Technic/Esbee or equivalent.	1	4
		6A Single pole Control MCB	L&T /T.C/Siemens or equivalent.	1	4
		Power Terminal/connectors of Suitable rating	Elemex/Connectwell or equivalent.	3	4
		Control Terminal/Connector of Suitable rating	Elemex/Connectwell or equivalent.	7	4
		Neutral Link	Leo or equivalent or equivalent.	1	4
		Panel mounted digital Ammeter of suitable size.	Elmeasure/select or equivalent	1	4
CT (Current transformer) for Ammeter.	Jyoti/C&S/Kappa or equivalent.	1	4		



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DETAILS OF REQUIRED REMOTE CONTROL BOX WITH ITEM DESCRIPTION					
Name & Qty of the Feeder	Feeder Description	Item Description	Make	Qty per Feeder	Total no of Feeder
		Remote Control unit of standard size	Vendor's scope	1	8
		On/off illuminated PUSH BUTTON	Technic/Esbee/L&T or equivalent.	2	8
		Digital Ammeter on Remote Control unit.	Elmeasure/select or equivalent	1	8
		Control Connector	Elemex/Connectwell or equivalent.	8	8

OTHER TECHNICAL SPECIFICATIONS

1. The Panel should be of Low tension, indoor type, Compartmentalized, bottom busbar, Floor mounting dust and vermin proof with IP42 Protection.
2. Bus bar should be E91E Grade Aluminum suitable for 3phase 4 wire Supply. Size and rating of busbars should be same of existing panel Busbars.
3. Bus bars should be insulated with heat shrink PVC Sleeves of 1100 v grade. Red, Yellow and Blue colour should be used for phase Busbars and Black colour should be used for Neutral Busbars.
4. Separate insulating support should be provided for each Busbar.
5. Panel should be fabricated using pressed and cold roll sheet steel. The sheet steel used for panel should be of minimum 2 mm (14SWG) thick sheet. Doors and cover may be made 1.6mm thick sheet.
6. All Hardware should be corrosion resistance and High tensile type.
7. The panel should be of front Access.
8. The cable alley should be provided with hinged doors for easy access to cables inside the cable Alley.
9. Doors should be provided with Quarter round knob for easy opening and closing.
10. All removable covers and doors should be provided with proper gaskets.
11. The internal control wiring should be done by PVC insulated 1.5sqmm standard copper wires & C.T. wire should be 2.5sq.mm. Cu wires. The control supply should be tapped through control fuse/MCB from any of the incoming phase at a single point from individual module Bus.
12. Each Compartment should be marked with aluminum anodized Engraved labels as per Feeder rating and name.
13. All wiring should be terminated on terminal blocks with crimping type cable lugs. Ferrules should be provided on each wire and terminal block should be numbered for each in connection.
14. The bottom of each panel should be covered by sheet steel and necessary glands plates.
15. All indicating lamp lamps should be LED Type with proper color.
16. Adequate Exhaust Fans & Filters should be provided.
17. Proper Hooks should be provided for panel lifting.
18. Base frame should be provided for all floor mounting panels.
19. The panel should be spray painted with powder coated.
20. There should be one Remote **on – off** station with each starter of standard sizes.
21. There should be one Ammeter on each Remote **on- off** station.
22. Thermal /Bimetal overload relays should be provided for protecting the motor from thermal overload. The relays should be manually reset type.
23. Measuring meter should be Digital type of suitable sizes.
24. Your offer, complete in all respect with above details should be submitted online only on or before the due date.
25. Tests:-All equipment shall be completely assembled, wired, adjusted and tested at the factory as per standards.
Routine test: - Operation under simulated service condition to ensure accuracy of wiring, correctness of scheme and proper function of the equipment.
All wiring and current carrying part shall be given appropriate High voltage test.
Primary currents and voltage shall be applied to all instrument transformers.
Routine test shall be carried out on all equipment, such as Circuit breakers, Switches, fuses, meters etc.
26. Test witness: - All factory test shall be performed in presence of BL representatives. The Vendor shall give at least ten (10) days advance notice of the when tests are to be carried out.
27. Test Certificates: - Certified reports of all the tests carried out at the works shall be furnished in (2) copies for approval of the B.L.



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General Terms & Conditions

Annexure-A

Bid Security declaration:

Participating bidders need to submit bid security declaration on bidder's letter head duly signed and stamped by authorized signatory of the bidder in lieu of EMD.

Bidder needs to submit the Declaration as per the below format:

"We hereby declare that we will not withdraw or modify our bid after tender due date and during the bid validity period etc. We also declare that if we fail to abide by the declaration, we agree to accept the penal action taken against us as specified in the tender."

Penal Action in case any bidder withdraws or modifies the bid after tender due date:

In case any bidder withdraws or modifies the bid after tender due date and during the period of bid validity etc., the bidder may be liable to be suspended for a period of 15 months. In case, BL request any modification of bid by the bidder and the bidder accepts it, then the mentioned penal action will not be applicable.

Compliance with Regulations

Adherence to all legal/statutory compliances in relation to production, sale, supply/ dispatch, as applicable from time to time, is mandatory. The Vendor shall execute and deliver such documents as may be required to effect or to evidence such compliances.

BL and their authorized representatives will not be responsible for any irregularity, contravention or infringement of any statutory regulations in the manufacture and / or supply of goods /services covered by this agreement/contract.

Termination of Contract

Without prejudice to BL's right or remedy available to BL, BL may terminate the Contract of any part thereof by a written notice to the bidder if:

1. The bidder fails to comply with any material/service term of the Contract.
2. The bidder informs BL of its inability to deliver the item/service or any part thereof within the stipulated Delivery/Contract Period or such inability otherwise becomes apparent.
3. The bidder fails to deliver the item/service within the stipulated Delivery/Contract Period and/or to replace any rejected or defective material promptly.
4. The bidder becomes bankrupt or goes into liquidation.
5. The bidder makes a general assignment for the benefit of creditors.

Before filling up, the complete Tender Specification should be read properly. Avoid overwriting while filling the tender papers. The tender document may also be downloaded from our web site www.balmerlawrie.com within the due date of the tender.

General instruction: - Do not leave any space blank or incomplete, write NA/NIL/Free wherever applicable. Each page of the offer (enclosures) has to be acknowledged by the bidder with their acceptance (signature & company stamp). In case of offer, which are not found in line with our guidelines and Terms & Conditions, may subject to rejection. If the tenderer finds any discrepancy,

omission, ambiguity or conflict in or among the documents forwarded or be in doubt as to their meaning and interpretations, such matter shall be brought to the attention of the BL (Balmer Lawrie & Co. Ltd.), at least four days before/prior to the date of filling/submission of the Tender.

Submission of offer: - The offer should be submitted online through Balmer Lawrie e-procurement Portal <https://balmerlawrie.eproc.in>

Clarifications can be obtained in person/writing from the undersigned during working hours before the last date of submission of bids.

Procedure for Bid Submission

The bidder should submit their 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-



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procurement market place <https://balmerlawrie.eproc.in> and submit their bids online. No offline bids should be entertained by the Tender Inviting Authority. The bidders should submit their eligibility and qualification documents, Technical bid, Financial bid etc., in the standard formats prescribed in the Tender documents displayed in procurement web site. The bidders should upload the scanned copies of all the relevant certificates, documents etc., 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 should 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 C1India 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.

HELPDESK NOS ARE OPEN BETWEEN 1000 HRS to 1830 HRS IST (MONDAY TO FRIDAY (Exclusions: Balmer Lawrie HOLIDAYS))			
Please email your issues before your call helpdesk. This will help us serving you better.			
Balmer Lawrie & Co Ltd., 21, Netaji Subash Road, Kolkata - 700 001			
Dedicated email: blsupport@c1india.com			
Dedicated Helpdesk for Balmer Lawrie			
Contact Person	E-Mail ID	Tel. No.	Helpdesk Nos are open from
1. Mr.TirthaDas (Kolkata)	tirtha.das@c1india.com	+91-9163254290	MON - FRI
2. Mr. CH. Mani Sankar (Chennai)	chikkavarapu.manisankar@c1india.com	+91-6374241783	MON - SAT
3. Ms. Ritu Patil (Mumbai)	ritu.patil@c1india.com	+91-124-4302000 (Ex-236)	MON - FRI
4. Helpdesk Support (Kolkata)	blsupport@c1india.com	+91-8017272644	SAT
Escalation Level 1			
Mr.Tuhin Ghosh	tuhin.ghosh@c1india.com	+91-8981165071	
Escalation Level 2			
Mr.Sandeep Bhandari	sandeep.bhandari@c1india.com	+91-8826814007	
Escalation Level 3			
Mr.Achal Garg	achal.garg@c1india.com		
In case, you are unable to get in touch with any of the Technical Support Associates, kindly drop a mail at blsupport@c1india.com mentioning your Name and Mobile No. One of our associates will get back shortly.			

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. should not be responsible for incomplete bid submission by users. Users may also note that the incomplete bids should not be saved by the system and are not available for the Tender Inviting Authority for processing.



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Before uploading scanned documents, the bidders should sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness / authenticity.

All the bidders who do not have Digital Certificates need to obtain Digital Certificate. They may contact Help Desk of C1 India Pvt Ltd.

Submission of Hard copies:

The bidders are requested to submit the documents as required, to the Tender Inviting Authority on or before opening of due date. **Under no circumstances Hard copy of Price Bid should be sent.** The bidder should furnish the documents either in person or through courier or by post and the receipt of the same within the stipulated time should 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, cancellation of work and criminal prosecution.

Corrigendum to tender:

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 should not be responsible for any claims/problems arising out of this.

Disclaimer Clause:

The Company (Balmer Lawrie & Co. Ltd.) nor the service provider (C1 India Pvt. Ltd.) is responsible for any failure of submission of bids due to failure of internet or other connectivity problems or reasons thereof.

The company reserves the right to accept or reject any or all offers without assigning any cause. Incomplete offers are liable to be rejected.

Bidder should submit their unpriced/ technical bid in a single bid/envelope, superscripting the envelope with tender no., date & due date along with following enclosures-

- [i] Covering letter
- [ii] Signed and Stamped tender document as a token of acceptance of tender terms.
- [iii] technical details (if any)

Each page of the offer (enclosures) has to be acknowledged by the bidder with their acceptance (signature & company stamp). In case of offer, which are not found in line with our guidelines and Terms & Conditions, may subject to rejection.

Price bid over email/fax or in sealed bid are not acceptable and bidder has to quote the price on our e-procurement portal only.

Delivery schedule: - The expected delivery/job completion period for the supply & installation of all the items within 10 weeks from the date of Purchase Order (PO) or LOI whichever is earlier. However, the short/early delivery period quoted by bidder for the job(s) may be preferred. The delivery should be made to our works at **Grease & Lubricant Division, Survey NO. 201/1, Sayli Village, Silvassa - 396230**

Price schedule: - Price bid over email/fax or in sealed envelope are not acceptable and bidder has to quote the price on our e-procurement portal only.

Performance Bank Guarantee (PBG): - PBG [**3% of Basic Order Value**] should be furnished in specified format and should be valid for one year from the date of successful installation.

It is Mandatory for all the tenderers, to have valid work license for such type of jobs with previous experience.

It is Mandatory for the tenderers should visit the site and make themselves thoroughly acquainted with the nature and requirements of the work, facilities for access of materials, mode of transport and storage and removal unwanted material.

Tender must contain any other information / enclosures as may be needed to complete the schedule job in all respect on a separate page/sheet under 'schedule of deviations'.



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Selection & placement of offer: A tenderer must have to quote considering all the items/heads under supply. Balmer Lawrie & Co. Ltd. reserve the right to reject/accept all or any offer(s) without assigning any reason whatsoever. Purchase/work order should be placed on a single technically & commercially qualified vendor, whose total price of entire job stands lowest.

Arbitration & Jurisdiction:

In case there arises any dispute or difference of opinion with regard to the order, after the finalization of the tender and during the period of contract, endeavor shall be made to resolve through mutual discussion and conciliation within 30 (thirty) days of reference of such dispute by the disputing party. On failure to resolve the dispute to mutual acceptance, sole jurisdiction for the dispute settlement shall be in the High Court of Kolkata only.

Liquidated damages: -Vendor should be liable to pay liquidated damages for the following:

Failure to complete the required job as per PO and handing over to BL within the scheduled period. In such case, vendor should be liable to pay liquidated damages @ 0.5% of job contract value per week or part thereof subject to a maximum of 5.0%.

Any damage caused to the property and/or machinery (including its any part) of BL, directly and/or indirectly incidental to and connected with the execution of the work-In such case the loss should be assessed by BL and vendor should be liable to indemnify the value of such damaged property and/or machinery.

Price schedule: - The price should be quoted as per specified format given on our e-procurement portal. The price must be quoted for all the items/head of price bid format to complete the job in all respect because no escalation in price/value should be allowed after placement of the order or during the execution of work at site.

Payment terms: -(i) 97 % of PO value within 30 days after completion and successful trial of the supply of total system
(ii) Balance 3% of PO Value shall be kept as retention money & will be released after completion of guarantee period without any interest or against submission of performance bank guarantee.

Guarantee Period: -1 (One) year from the date of successful completion & acceptance of the total PO job from the date of its completion and 'site-handover' to BL. During this guarantee period the performance of the job has to be in line with the expected / agreed quality as per tender/PO and if not, then vendor has to rectify the same at **no extra cost to BL** and to the satisfaction of BL/tender.

Validity of offer: - The offers should remain valid for a period of 60 days from the due date of the tender.

Tender Cancellation Clause: Balmer Lawrie & Co Ltd (BL) may at its own discretion cancel The Tender process at any time [whether before or after tender submission date] due to any unforeseen / Unavoidable circumstances or due to any other reason. BL is not liable to provide any reason to the Participants/ bidders in said tender for the same.

GST Clause: - "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 for non-payment / withholding payment / black listing the vendor.

Factory Rule: -Your engineers/ workmen have to abide by the BL factory rules and regulations. Only adult and skilled workmen should be allowed to work in BL premises.



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Annexure-B

Undertakings and Obligations of Contractor

Care of works

Proper care should be taken during transport, erection, commissioning and testing of the equipment to avoid damage to equipment and properties and injury to persons.

The supply material should be dispatched to the site duly packed (if require) with instructions. The material should be delivered in good condition, necessary scaffolding, lifting tools and tackles to be used for loading, unloading and shifting of heavy equipments and material should be provided by the contractor.

Contractor should remove all wreckage, rubbish etc from site and stack the wastage at the space allotted for the purpose. On completion of the works, the contractor should keep the space clean and fit for occupation to the satisfaction of the company and demolish store, remove all debris, waste and surplus material supplied/created by them. In case the contractor does not maintain good housekeeping, the company has the right to get the work done and debit the cost to the contractor.

All necessary safety measures to be take care as indicated in section 1104.

Insurance: The **contractor should cover** the following insurance till the complete job is handed over.

All workmen/ persons employed by the contractor and subcontractor against accident, injury & death.

All material and entire installation against loss or damage during transit.

Vendor should comply with all procedural requirements as defined in the insurance policy to ensure that it is alive till the successful commissioning or handing over of job to BL whichever is later.

Documentation: - Vendor should have to submit complete GA Drawing, Single line diagram, general Arrangement drawing, Main and Control circuit schematic diagrams.



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HSE Chapter

Annexure-C

In order to achieve the Tender goal in a very smooth & SAFE manner, all the Bidders are required to comply with this HSE chapter, before, during and after the tender finalization or related job execution, in following prescribed procedure:
Annexure - C1

Pre-Qualification Questionnaire for Contractor

Guidelines for Completion of Questionnaire

- The potential bidder is to ensure that the answers provided are focussed against the activities indicated in the pre-tender document.
- The information is supplied in the same format and sequence in which they appear in the questionnaire. A minimum of 12 has to be obtained in the HSE pre-qualification questionnaire.
- Failure to supply information that accurately and fully covers the material requested may result in an individual Contractor failing to meet minimum expectations and therefore being disqualified.
- Contractor shall provide information that is authentic and documentary evidence.
- Even after getting pre-qualified, if it comes to the notice that non-authentic documents are provided, the Contractor may be disqualified and if any Contract is in place, it may be terminated immediately.
- BL shall have right to audit Contractors records to verify the authenticity of the documents, during any phase of the Contract.

Questionnaire for HSE Pre-Qualifications of contractors:

Contractor Details	
Company Name	
Contact Person for HSE	
Name	
Telephone Number	
E-Mail Address	

	Question	Response		Evidence Required at bidding Stage	Weightage if complied
		Yes	No		
1	Do you have a signed and dated HSE Policy?	<input type="checkbox"/>	<input type="checkbox"/>	Attach HSE Policy	1
2	Do you confirm that you will comply with BL HSE Policy in as much as it is applicable to your scope of work?	<input type="checkbox"/>	<input type="checkbox"/>	None	1
3	Do you have a Health and Safety System certified by an accredited body to a recognized standard? (Eg : OHSAS 18001)	<input type="checkbox"/>	<input type="checkbox"/>	Provide Current Certificate	3
4	Do you have an Environmental Management System Certified by an accredited body to a recognized standard? (Eg : ISO 14001)	<input type="checkbox"/>	<input type="checkbox"/>	Provide Current Certificate	3
5	Have you identified, documented and maintained your Health and Safety risk assessment of your activities?	<input type="checkbox"/>	<input type="checkbox"/>	None	3
6	Have you identified, documented and maintained your Environmental Impact Assessment of your activities?	<input type="checkbox"/>	<input type="checkbox"/>	None	3
7	If you use subcontractors, will you assess them in terms of HSE?	<input type="checkbox"/>	<input type="checkbox"/>	None	2
8	Have you produced project/contract HSE plans for recently completed work?	<input type="checkbox"/>	<input type="checkbox"/>	None	2
9	Is HSE Covered in your company's organization	<input type="checkbox"/>	<input type="checkbox"/>	Provide Current Org	2



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	Question	Response		Evidence Required at bidding Stage	Weightage if complied
		Yes	No		
	chart?			Chart.	
10	Have HSE roles and responsibilities been defined in your company?	<input type="checkbox"/>	<input type="checkbox"/>	None	2
11	Have your employees received documented HSE training appropriate to the task they will undertake?	<input type="checkbox"/>	<input type="checkbox"/>	None	2
12	Do you identify and monitor compliance with HSE Legislation?	<input type="checkbox"/>	<input type="checkbox"/>	None	2
13	Do you carry out regular medical examination for your employees?	<input type="checkbox"/>	<input type="checkbox"/>	None	1
14	Is your company free from any charges or notices served by the regulatory authorities in relation to HSE in the last 3 years?	<input type="checkbox"/>	<input type="checkbox"/>	None	1
15	Do you have any procedure of reporting HSE Incident and investigation?	<input type="checkbox"/>	<input type="checkbox"/>	None	2

	Please provide your accident data for the current year and the last 2 calendar years Note: this must include the data of any contractors working for your organization.	Current Year	Current Year -1	Current Year - 2	Period Average (Three years average)
16	Number of Fatalities				
17	Number of Environmental Incidents reported to Pollution Control Board				
18	Number of accidents with 2 or more days lost time.(LTI)				
19	Man Days Lost				
20	Total Hours Worked				

I confirm that the above information is correct and that further evidence to support this will be provided to BL on request.

Name	Position	Company	Date	Signature

Annexure – C2

HSE Requirements BY CONTRACTORS (To be a part of contract documents)

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).



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- 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.



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- 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 if require.

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.

Lifting Operations

Cranes and Hoisting Equipment

Contractors shall operate and maintain cranes and hoisting equipment in accordance with manufacturers' specifications and legal requirements.

Only Contractor Personnel trained in the use of cranes and hoists are permitted to use them.

Lifting Equipment and Accessories

All lifting equipment / accessories e.g., slings, chains, webbing, chain blocks, winches, jacks etc shall be indicated with their safe working load have an identification number visible on the unit and be inspected and tested in accordance with legal requirements.

Damaged equipment / accessories and equipment shall be tagged "out of use" and immediately removed from Site.

Lockout Tag out ("LOTO")

Prior to performing work on machines or equipment, the Contractor shall ensure that it is familiar with LOTO and Permit to Work procedures and that all of its affected Contractor Personnel receive the necessary training.

Barricades

Floor openings, stairwells, platforms and walkways, and trenching where a person can fall any distance shall be adequately barricaded and where necessary, well lit. Where there is a risk of injury from a fall then rigid barriers must be used.

Barricades must also be used to prevent personnel entering an area where risk of injury is high e.g., during overhead work activity or electrical testing etc. Such barricading must provide clear visual warning.

Compressed Gas Cylinders

Gas cylinder shall be securely stored and transported, and identified and used in line with the local requirements. Hose lines shall be inspected and tested for leaks in line with local requirements. Flash Back arrestor to be used to prevent any explosion due to back fire.

Electrical Safety

Prior to undertaking any work on live electrical equipment, the Contractor must obtain a Permit to Work from BL. Where ever possible live work should be avoided. Any control measures highlighted shall be implemented prior to work commencing.

The below measures will be taken:

- a) Work practices must protect against direct or indirect body contact by means of tools or materials and be suitable for work conditions and the exposed voltage level.



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- b) Energized panels will be closed after normal working hours and whenever they are unattended. Temporary wiring will be de-energized when not in use.
- c) Only qualified electrical Contractor Personnel may enter substations and/or transformer and only after being specifically authorized by BL.

Hot Works

A Permit to Work must be obtained from BL prior to any hot works (welding, grinding, open flame work). Suitable fire extinguishing equipment shall be immediately available. Objects to be welded, cut or heated shall be moved to a designated safe location, or, if they cannot be readily moved, all movable fire hazards in the vicinity shall be taken to a safe place. Personnel working around or below the hot works shall be protected from falling or flying objects.

Prior to the use of temporary propane or resistance heating devices approval must be obtained from BL.

Trenching, Excavating, Drilling and Concreting

A Permit to Work must be obtained from BL and all underground lines, equipment and electrical cables shall be identified and located prior to beginning the work. The Contractor shall assign a competent Contractor Personnel to all trenching and excavation work.

Safe means of access and egress shall be located in trench excavations. Daily inspections shall be conducted by a competent Contractor Personnel for evidence of a situation that could result in possible cave-ins, indications of failure of protective systems or other hazardous conditions.

Physical barriers shall be placed around or over trenches and excavations. Flashing light barriers shall be provided at night.

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.

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 emissions shall be subject to the approval of BL. Emissions include but are not limited to noise, dust, fumes, vapours.

Undertakings and Obligations of BL

Power supply: BL should provide free one power point within battery limits. Contractor may use an extension cable at this own cost with prior permission of BL.

Water supply: BL should provide free one connection within battery limits. Contractor may take an extension at this own cost with prior permission of BL.

Storage: BL should provide space for storage of equipments, raw material etc. Temporary partition, doors etc if required should be arranged by the vendor at this own cost.

Security: No special security other than normal plant security should be provided.

Note: All required consumables e.g. CRC, emery paper, conductor sleeve, nut bolt etc. are to be provided by vendor.



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Annexure – C3

(To be filled after the job completion-ONLY by the job executor)

POST CONTRACT HSE EVALUATION			
	Question	Answer (Yes / No)	Remarks
1	The contractor demonstrated the application of an effective and robust HSE management system.		
2	The contractor did not cause any additional cost or delays to the project through poor HSE performance.		
3	The contractor prepared suitable and sufficient HSE risk assessments and method statements in a capable, proactive and timely manner.		
4	The contractor proactively reported on HSE Events and Deviations.		
5	The contractor's workforce fulfilled their HSE roles and responsibilities.		
6	The contractor's own/subcontracted workforce demonstrated the required level of competency.		
7	The contractor demonstrated knowledge of and proactively ensured compliance with HSE legislation.		
8	All goods/materials/equipment/substances supplied by the contractor were compliant with the HSE requirements.		
9	The contractor ensured that appropriate and timely medical examinations were performed for his own/subcontracted workforce.		
10	The contractor proactively demonstrated housekeeping and cleanliness.		
11	The contractor demonstrated compliance with the Balmer Lawrie Contractors General Terms and Conditions.		
12	The contractor demonstrated control of high risk activities		
13	Number of accidents with 1 or more days lost time		
14	Fatalities during the Contract		
15	Man Day Lost		
16	Man Hours Worked		

Based on the overall HSE performance of the Contractor, the Contractor:

1. Can be re deployed for future assignments.
2. Needs extensive training & Counseling before reappointing
3. Cannot be considered for future assignments.

Sign of the Evaluator/Contract manager

Sign of the Unit/ Project Head

Contact Person :

Contact No.