



Balmer Lawrie & Co. Ltd.

(G & L- Silvassa)

(A government of India Enterprise)

Survey No. 201/1, Sayli, Sayli-Rakholi Road, Silvassa-396230 (D&NH).

Phone- 9099084731, 9099084732: Extn 60, E-mail: sengupta.s@balmerlawrie.com

e-Tender Enquiry

Public e-Tender No.: GLS/TE21/039

Date: 15.09.2021

Due date : 07.10.2021

Sub: Online offers are invited for construction of RCC road in G&L Silvassa plant.

Balmer Lawrie & Co. Ltd., a leading manufacturer of greases and lubricants in India, invites "Online Offers" for the work stated above (subject). The execution/completion of the work needs to be done as per **Instructions**, **General terms & Conditions**, **HSE Rules** and **Scope of Work with Price Schedule** enclosed in annexure - **A**, **B**, **C** & **D** respectively.

The rates are to be quoted "online only" as per format given on our website though the Price Schedule appears in this Tender Notice too. Your **Un-Priced** Bid/Technical Bid along with mentioned Declarations, complete in all respects should be submitted online as well as in sealed envelope whereas the **Price Bid** should be submitted online only. The sealed envelope[Un-Price Bid] clearly mentioning the tender reference no. on the envelope must reach us on or before the due date at the address given below.

Sr. Manager – SCM
Balmer Lawrie & Co. Ltd.,
Grease & Lubricant Division,
Survey No. 201/1, Sayali-Rakholi Road
P.O.- Sayli Village,
Silvassa – 396230.

Price/Rate has to be quoted/uploaded online only. Tender/offer of the Bidders who send the price bid along with technical bid in envelop or over email or fax would be rejected.

Yours faithfully,

for Balmer Lawrie & Co. Ltd.

Sr. Manager (SCM)

Contact No. 9099084731, 9099084732: Extn 60

Declaration for GeM: "The tendered item is not available in GeM. Balmer Lawrie & Co. Ltd. have no objection in providing detailed information for making available the said item(s) on GeM."



1.0 Instruction to Tenderers

- 1.1 Before bidding, tenderers should read the complete Tender Specification properly. If the tenderer finds any discrepancy, omission, ambiguity or conflict in or among the documents forwarded/demanded or be in doubt as to their meaning and interpretations, such matter shall be brought to the attention of Blamer Lawrie & Co. Ltd. (hereinafter referred to as BL), at least four working days before/prior to the last date of filling/submission of the Tender.
- 1.2 **Tenderers shall visit the site and make themselves thoroughly acquainted with the nature and requirements of the job, facilities for access of site, removal and storage of unwanted material at site as per the BL' instruction.**
- 1.3 In case tenderer wants to communicate/provide any other information, they should enclose a separate sheet enumerating their reservations based on their experience or any other information related to this tender, in the sealed envelope along with EMD, provided their statement is not entirely in contradiction to the terms and conditions of the tender
- 1.3 Submission of tender will be the conclusive evidence as to the fact that the tenderer has fully satisfied themselves as to the nature and scope of the work to be done, site conditions and all other factors, affecting the performance of the contract and the cost thereof.
- 1.5 The contractor shall cover the insurance of all workmen and other persons employed by the contractor and subcontractor against accident, injury & death till completion of the job.
- 1.6 The safe custody of material is the responsibility of the contractor till job completion.
- 1.7 Contractor shall maintain the site neat and clean. All material shall be stored neatly in storage space allotted to them and shall take care that their material will not cause any obstruction for free movement within BL's premises.
- 1.8 Contractor shall remove all wreckage, rubbish/scrap etc. from site and stack the wastage at the space allotted for the purpose. On completion of the works, the contractor will keep the space clean and fit for occupation to the satisfaction of the company and demolish store, remove all debris/scrap, 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.
- 1.9 Proper safety precautions and measures to be taken care of on the principle of "Safety Comes First" during the entire contract period. The contractor shall be bound to bear any claim or compensation for the accidents, injury and death arising out of negligence on their part to ensure such safety measures including the expenditure for defense legal proceedings.



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1.10 Care shall be taken to provide and maintain the following safety measures and statutory safety rules and act in force.

- 1.10.1 Ladders and scaffoldings shall be provided for the work that cannot be done from the ground. Portable single ladders shall not be more than 8 meters. Additional labour should be provided for folding the ladders. Over hung platforms and platforms provided for the ladders and scaffoldings shall be of minimum 300 mm wide and shall be with rising of minimum 1000 mm high.
- 1.10.2 Safety belts and helmets etc., to be provided to the workers working at high elevations/risk areas.
- 1.10.3 Fabrication and welding gangs should be provided with gloves, protection, goggles, welding helmet etc.
- 1.10.4 Hoisting machines and tackles including their attachments, anchorage and supports of adequate capacity should be used for handling heavy equipment and panels.
- 1.10.5 Workmen engaged in electrical work should be provided with gloves, and footwear of adequate insulation value.
- 1.10.6 Workmen engaged in toxic chemicals, paints etc. should be provided with gumboots, gloves, goggles mask and other protective attachment depending upon the depth of expected hazard.
- 1.10.7 All safety requirements depending on the nature of work should be provided to minimize the occurrence of accidents.

1.11 Pre-Qualification Criteria:

- Vendor should have experience for similar type of job. Vendor has to provide 3 work orders of similar type of jobs in last five years. PO Copies to be submitted as proof.
- At least One work order should be of Value of minimum 25 Lacs or two work orders of minimum 15 Lacs each executed in any of the last three years for similar job. PO Copies to be submitted as proof.
- Average Annual Turnover should be Rs 40 Lacs in last three years. Certified CA Audited P&L A/c & Balance Sheet for 2018-19, 2019-20 & 2020-21 to be provided as proof. In case audited documents for 2020-21 are not available, those for 2018-19 shall be considered.



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Annexure-B

2.0 General Terms & Conditions

- 2.1 **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.
- 2.2 **Submission of offer:** Bidder has to upload the Price Bid online along with Technical Bid/Unpriced Bid on the e-procurement platform. Bidder shall also submit copy of un-priced bid/Technical bid in a single bid/envelope, superscripting the envelope with tender No., date & due date along with following enclosures also. **However, Price Bid must be uploaded ONLINE only.**
- 2.2.1 Covering letter with your reference number & date.
- 2.2.2 Acknowledgement of understanding the scope/ technical specifications/ General Terms and conditions/HSE Policy etc. of the project. Kindly submit the tender document duly signed and stamped. Signed and stamped Tender document to be provided.
- 2.2.3 Documents in support of Pre-Qualification Criteria (As stated in Annexure-A, Instruction to Tenderers, Clause no -1.11) duly signed and stamped.
- 2.3 **Acceptance of offer & placement of order:** BL reserves the right to reject/accept all or any offer(s). A tenderer must have to quote for all the items/heads provided in Annexure- D In case of offer, where price for all the items/head are not quoted, such offer may be rejected. Purchase/work order will be placed on single **technically & commercially qualified vendor**, whose total price **stands lowest**.
- 2.4 **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.
- 2.5 **Completion period:** The completion period for the entire job should be 90 days from the date of placement of LOI/PO. The job shall be carried out at our works at **Survey No. 201/1, Sayli, Silvassa - 396 230**.
- 2.6 **Liquidated damages:** In case of failure to complete the job within the scheduled period by the successful vendor, a pre-determined liquidated damage amount will be recovered from the pending invoices @ 0.5% per week subject to a maximum of 5.0% of the basic order value.
- 2.7 **Price schedule:** The price shall be quoted as per specified format given in Annexure-D. The price should be quoted for all the items as per scope of work given in the same annexure.
- 2.8 **Payment terms:** - 97% of PO value will be release after 30 days from the date of submission of certified Bill (by BL) along with all required documents, job certification, supply-challan etc. after successful completion of the job and 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.



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Retention Money/Performance Bank Guarantee/PBG: - It shall be furnished in specified format of Balmer Lawrie & Co. Ltd. for a value of 3% of Tender value and shall be valid for one year from the date of successful completion of job. will be released after completion of guarantee period without any interest or against submission of performance bank guarantee.

2.9 **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 which is 60 days from the date of opening of tender, 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.

2.10 **Guarantee Period:** - **Guarantee Period:** - 12 (twelve) months from the date of successful completion of the job. During this guarantee period the performance/quality of the construction has to be in line with the expected/agreed quality as per tender/PO and if not, then the vendor has to replace/rectify the item/s at NO EXTRA COST TO BL and to the satisfaction of BL.

2.11 **Validity of offer:** - The offers shall remain valid for a period of **60 days** from the date of the offer.

2.12 **Working days & hours:** All work required to be carried at BL's site, shall be done only during working days between 9:00 am to 5:00 pm.

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

2.15 **Responsibility of the vendor:** The vendor shall be responsible for 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 and shall be liable to indemnify the value of such damaged property and/or machinery.

2.16 **Site facilities by BL:**

- (i) Power supply : Free at one point, any extension by vendor.
- (ii) Water supply : Free at one point, any extension by vendor
- (iii) Storage : Space by the company and security by vendor.

2.17 Tenderer must contain any other information/enclosures as may be needed to complete the schedule supply in all respect on a separate page/sheet under "**schedule of deviations**", however technical specification as mentioned in above Annexure 'D' are 'fixed'.

2.18 Submission of tender will be the conclusive evidence as to the fact the tenderer has fully satisfied themselves as to the nature and scope of 'supply, General terms and conditions and all other factors', affecting the performance of the contract and the cost thereof.

2.19 **Integrity Pact**

Submission of Integrity pact agreement [ENCLOSED HEREWITH] is a mandatory prerequisite for Bids to be eligible for further evaluation. The Integrity pact Agreement consists of (1) Covering letter from the bidder to



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Balmer Lawrie (BL) (2) Integrity Agreement. Bidders should mandatory sign and submit complete Integrity Pact Agreement for both covering letter and the Integrity Agreement in order to be eligible for further evaluation in this tender. The signed IP should be complete in all respect and it is required to be uploaded in the e-tender portal along with bid. Partial submission of IP document will not be considered. This pact begins when both parties have legally signed it. It expires for the Contractor 10 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded.

2.20 RESTRICTION OF BIDDERS FROM BORDER SHARING COUNTRIES

Restriction under Rule 144 (xi) of the General Financial Rules (GFRs), 2017

- I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.
- II. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- III. "Bidder from a country which shares a land border with India" for the purpose of this Order means: -
 - a. An entity incorporated, established or registered in such a country; or
 - b. A subsidiary of an entity incorporated, established or registered in such a country; or
 - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - d. An entity whose beneficial owner is situated in such a country; or
 - e. An Indian (or other) agent of such an entity; or
 - f. A natural person who is a citizen of such a country; or
 - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- IV. The beneficial owner for the purpose of (iii) above will be as under:
 1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation-

 - a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent of shares or capital or profits of the company,
 - b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
 2. In case of a partnership firm. the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
 3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
 4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of Senior managing official;
 5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any



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other natural person exercising ultimate effective control over the trust through a chain of Control or ownership.

V. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.

VI. (To be inserted in tenders for Works contracts, including Turnkey contracts) The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

A Certificate regarding the compliance of the above in the letter head of the bidder duly signed and stamped by the authorized representative of the bidder to be submitted along with the tender. If the certificate submitted by the bidder whose bid is accepted is found to be false, this would be a ground for immediate termination and further legal action in accordance with law.

" We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; we certify that (Name of firm/bidder) is not from such a country or, if from such a country, has been registered with the Competent Authority. We hereby certify that (Name of Firm/Bidder) fulfils all requirements in this regard and is eligible to be considered."

Where applicable, evidence of valid registration by the Competent Authority shall be attached.

2.21 Preference to Make In India Policy

Preference will be given to Class I local suppliers as per Order No P-45021/2/2017-PP (BE-II) dated 04.06.2020 of Department for promotion Of Industry and Internal Trade, Ministry of Commerce and Industry, Govt Of India.

Vendor should note that only "Class I Local Supplier" are eligible to bid in this tender.

Further the above referred Order defines 'Local Content', "Class -I local supplier" and "Class II local supplier" as under: "**Local Content**" means the amount of value added in India which shall unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all custom duties) as a proportion of the total value, in percent.

Class – I local supplier – means a supplier or service provider, whose goods, services or works offered for procurement, has local content equal or more than 50%, as defined under this Order.

Class – II local supplier – means a supplier or service provider, whose goods, services or works offered for procurement, has local content more than 20% but less than 50 %, as defined under this Order.

In view of above guidelines, since procurement is for value less than Rs. 10 Crores, you are required to furnish information in the following prescribed format as a certificate on your letter head duly signed by authorized person of your company giving the percentage of local content of the items(s).

Your attention is also drawn towards Para 9 (f) and (g) of the above referred Order of GOI, prescribing action in case of false declaration, as under.

Sl No	Item(s) Description	Percentage of local content in your product(s)	Supplier Type (Class I / Class II / Non- Local)

Verification of local content

9(f) False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

9(g) A supplier who has been debarred by any procuring entity for violations of this order shall not be eligible for preference under this Order for procurement by any other procuring entity for the duration of the debarment. The debarment for such other procuring entities shall take effect prospectively from the date on which it comes to the notice of other procurement entities, in the manner prescribed under paragraph (h) below.

2.22 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.



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2.23 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 right for non-payment / withholding payment / black listing the vendor."

Annexure - C

HSE Chapter

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:

Questionnaire for HSE Pre-Qualifications of contractors:

Contactor Details	
Company Name	
Contact Person for HSE	
Mobile Number	
e-Mail Address	

Guidelines for Completion of Questionnaire

- i. The potential bidder is to ensure that the answers provided are focussed against the activities indicated in the pre-tender document.
- ii. Contractor shall provide information that is authentic with documentary evidences as applicable.
- iii. 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 and no compensation will be provided for such termination.
- iv. BL shall have right to check Contractors records to verify the authenticity of the documents, during the contract period.

	Question	Response	
		Yes	No
1	Do you confirm that you will comply with BL HSE Policy while working in BL premises	<input type="checkbox"/>	<input type="checkbox"/>
2	Have you identified, documented and maintained your Health and Safety risk assessment of your activities?	<input type="checkbox"/>	<input type="checkbox"/>
3	Have your employees received HSE training appropriate to the task they will undertake?	<input type="checkbox"/>	<input type="checkbox"/>
4	Do you carry out regular medical examination for your employees?	<input type="checkbox"/>	<input type="checkbox"/>
5	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"/>
6	Do you have any procedure of reporting HSE Incident and investigation?	<input type="checkbox"/>	<input type="checkbox"/>

	Please provide your accident data for the current year and the previous two years Note: this must include the data of any contractors working for your organization.	Current Year	Previous Year -1	Previous Year -2	Period Average (Three years average)
1	Number of Fatalities, if any				
2	Number of Environmental Incidents reported to Pollution Control Board				
3	Number of accidents with 2 or more days lost time(LTI)				
4	Man Days Lost				
5	Total Hours Worked				



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Name	Position	Date	Signature

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

1.0 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.

2.0 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.

3.0 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.

4.0 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.

5.0 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.

6.0 Fall Protection Systems



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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.

7.0 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.

8.0 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.

9.0 Roof Work/Access

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

10.0 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.

11.0 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



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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.

12.0 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.

13.0 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.

14.0 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.

15.0 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.
- 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.

16.0 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.

17.0 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.



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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.

18.0 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.

19.0 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.

20.0 **FORCE MAJEURE**

Neither the Company nor the transporter shall, in any way, be held liable for non-performance either in whole or in part of this agreement or for any delay in the performance thereof in consequence of the following:

- Declared Strike / Bandhs
Lockout
- Natural Calamities
- Decrees of any Government or Governmental Authority.
- Revolution
- Wars
- Acts of enemies of the state.
- Riots
- Pandemic

Any reason other than the above will not be considered as force majeure condition.

- 21.0 As soon as the cause of Force Majeure has been removed, the party whose liability to perform its obligation has been affected shall notify the other of such cessation and inform the other party through such notice the actual delay incurred in such affected activities. Any such event which is Force Majeure, wherever it occurs, provided that it prevents, affects or delays the parties in performing contractual obligation shall justify the affected parties claim of Force Majeure.

For Balmer Lawrie & Co. Ltd.

Sr Manager (SCM)

Contact No. 9099084731. Extn.: 60



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Procedure for Bid Submission

The bidder shall submit his response through bid submission to the tender on e-procurement platform at <https://balmerlawrie.eproc.in> by following the procedure given below. The bidder would be required to register on the e-procurement market place at <https://balmerlawrie.eproc.in> and submit their bids online.

The bidders shall submit their eligibility and qualification documents, Technical bid, Financial bid etc., in the standard formats prescribed in the Tender documents, displayed in eProcurement web site. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., if required, 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 shall sign on the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.

Registration with e-Procurement platform:

For registration and online bid submission bidders may contact HELP DESK of M/s C1 India 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 e-Procurement 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.			

Submission of Hard copies.

After submission of bid online, the bidders are requested to submit the demand drafts /Bank Guarantee towards tender fees and / EMD along with other documents as required, to the Tender Inviting Authority before opening of Techno-commercial /Unpriced bid. The bidder shall furnish the original DD / Bank Guarantee and other documents either in person or through courier or by post. 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, forfeiture of the EMD and cancellation of work. The bidder is requested to get a confirmed acknowledgement from the Tender Inviting Authority as proof of submission of hardcopies.



Balmer Lawrie & Co. Ltd.

(G & L- Silvassa)

(A government of India Enterprise)

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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 as well as our company website www.balmerlawrie.com. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

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. will not be responsible for incomplete bid submission by users. Users may also note that the incomplete bids will not be saved by the system and are not available for the Tender Inviting Authority for processing. Before uploading scanned documents, the bidders shall sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness / authenticity.



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Annexure - D

e-Tender No.:

Date:

Due date :

Scope of work & price schedule

- (1) It may kindly be noted that the quantity mentioned in price schedule are notional only, the payment to the vendor shall be made on the basis of actual quantity/ measurement (as the case may be) to complete the said item/head. A joint measurement (BL & Vendor) to be taken after completion of said job.
- (2) The bidders MUST visit the site and understand the nature of the various jobs in detail before quoting price.
- (3) The loading/ unloading of the supplied items will be arranged by the contractor at their own cost.
- (4) Cement to be used OPC53 grade (AMBUJA / ULTRATECH / L&T / Birla or any other reputed brand that is approved , in advance , by the Engineer-in-Charge. Vendors should check with the Engineer-in-Charge about the acceptance of type/brand of the cement to be used before they quote.
- (5) Reinforcement steel to be used of TATA / JINDAL / SAIL or any other reputed brand that is approved, in advance, by the Engineer-in-Charge. Vendors should check with the Engineer-in-Charge about the acceptance of type/brand of the steel to be used before they quote.
- (6) Minimum Curing period for RCC road shall be 21 days, throughout this curing period vendor should maintain at least 2" layer of water in every point for RCC road and same for IPS flooring, for gutter and skirt wall daily two-time watering is require to avoid any type of curing defect.
- (7) Standard Slope shall be provided in both directions i.e., in lateral as well as in longitudinal direction, also note that slope will be uniform in all direction considering present landscape. This is applicable for RCC road, IPS floor, Gutter/drain etc.
- (8) 50mm Clear cover block shall be arrange by vendor.
- (9) Vendor should keep sample from each batch (in 150mm x 150mm x 150mm cube, at least 3 cubes for each batch) and testing report to be submit BL time to time, vendor will arrange for cube testing from authorized lab only, BL will not pay separately for that. This is purely in vendor scope.

Please note that strength of M25 concrete should achieve 16.25N/mm² at 7 days and in 28days it should achieve 25N/mm².
- (10) **Before start the RCC M25 laying work vendor should check the mixing ratio (by cube test only), that will be the final mixing ratio, because the ratio may vary depends on sand, stone chips quality, moisture contain etc. Only Coarse River Sand (Brown colour) to be use for this construction work. Stone chip should be free from mud/soil dust.**
- (11) Contractor shall arrange road roller for proper compaction in each stage.