

### 3.0 COMPLETION PERIOD

Time is the essence of the contract. The time schedule for total work according to the contract shall be **Four (4) Calendar Months** from the date of placement of order.

### 4.0 EARNEST MONEY DEPOSIT

Unpriced Part of the Bid should be accompanied by a Demand Draft or Bank Guarantee of **Rs 37000.00 (Rupees Thirty-Seven Thousand Only)** towards Earnest Money Deposit (EMD) executed by any scheduled bank drawn in favour of M/s Balmer Lawrie & Co. Ltd. payable at Kolkata as per format enclosed. EMD submitted by way of Bank Guarantee should be valid for a minimum period of 120 days after the due date of tender submission.

Earnest Money deposit (EMD) is exempted for agencies registered under NSIC or coming under the definition of Micro and Small Industries and holding valid registration certificates covering the tendered items/services. Declaration of Udyog Aadhar Memorandum (UAM) by the MSE parties on Central Public Procurement Portal (CPPP) shall be mandatory. However, valid NSIC certificate or "Micro and Small" industry certificate must be submitted in this regard.

4.1 For the successful bidder, the EMD will be refunded only after completion of the work. No interest shall be payable towards EMD amount.

4.2 For the unsuccessful bidders, the EMD will be refunded only after the successful bidder has accepted the work order and the acknowledgment of the same has been received by the owner.

4.3 EMD is liable to forfeiture in the event of:

- a) Withdrawal of offers during validity period of the offer
- b) Non-acceptance of orders by the bidder within the stipulated time after placement of order.
- c) Any unilateral revision made by the bidder during the validity period of the offer.
- d) Non-performance of the bidder during the tenure of work.
- e) Bidders submitting false/fabricated/bogus documents in support of their credentials

### 5.0 PRE-QUALIFICATION CRITERIA

5.1 Average annual turnover of the tenderer shall be minimum of **Rs 67 Lakhs** during last three financial years ending 31<sup>st</sup> March, 2021.

5.2 The tenderer should have successfully executed Roof Top Solar Plant Supply & Installation Work of the following minimum values during past seven (7) years ending last day of month previous to the one in which applications are invited should be either of the following: -

- a. 3 jobs each of value not less than Rs 29 lakhs or
- b. 2 jobs each of value not less than Rs 37 lakhs or
- c. 1 job of value not less than Rs 59 lakhs

Copy of work orders and completion certificates / commissioning report from the owner/ consultant should be enclosed as supportive documents. Order copy issued by the owner to the consultant shall also be furnished if the completion certificate is issued by the consultant on behalf of the owner.

- 5.3 Tenderer should have valid PAN, GSTIN registration, PF registration, ESI registration. Copy of the same shall be submitted along with techno commercial offer.
- 5.4 Bidders shall be a MNRE accredited channel partner for solar photovoltaic system having SP-1A / SP-2A grade for Off-Grid /On-Grid and Decentralized Solar PV Applications under JNNSM and empanelled with MNRE.

Self-attested copy of MNRE accreditation done shall be submitted along with the offer.

- 5.5 The bidder shall ensure that necessary spares are always available with their service centres in the Haryana state to provide necessary after sales service to Balmer Lawrie during the performance guarantee period and AMC period. Documentary evidence or declaration letter for the details of service centres situated within 200 km distance from the plant site should be enclosed with the offer.
- 5.6 Technical documents as mentioned in clause no. 2.0 vii) of Condition of Contract.

#### 6.0 TENDER DOCUMENTS

Tender Documents comprises two parts viz. Part-I (Un-priced) and Part-II (Priced). The Un-priced Part consists of Notice Inviting Tender, Condition of Contract, Technical Specification and Drawings. The Priced Part consists of Priced Schedule. Bidders are requested to download the tender document and read all the terms and conditions mentioned in the tender document and seek clarification if any, from Sri S Sanyal, DM(E&P) (Tel. no. 033 22225635). Any clause defining offline bid submission in the tender document shall not be considered.

#### 7.0 TENDER SUBMISSION

The intending bidders shall be deemed to have visited the site and familiarise themselves thoroughly with the prevailing site conditions before submission of the tender. Non-familiarity with the site conditions and non-visit to site will not be considered reason either for extra claim or for not carrying out the work in strict conformity with the drawing, specification and time schedule. The tenderer is required to register on the e-procurement site <https://balmerlawrie.eproc.in> and submit their bids online.

For registration and online bid submission tenderer may contact the following officials at the HELP DESK of M/s C1 India on browsing to the website <https://balmerlawrie.eproc.in> during business hours (10:00 a.m. to 06:30 p.m.) from Monday to Friday (Excluding holidays of the Company):

<b>Dedicated Helpdesk for Balmer Lawrie</b>			
<u>Contact Person</u>	<u>E-Mail ID</u>	<u>Tel. No.</u>	<u>Days</u>
1. Mr. Tirtha Das (Kolkata)	tirtha.das@c1india.com	+91-9163254290	MON – FRI
2. Mr. CH. Mani Sankar (Chennai)	<a href="mailto:chikkavarapu.manisankar@c1india.com">chikkavarapu.manisankar@c1india.com</a>	+91-6374241783	MON – SAT
3. Ms. Ujwala Shimpi (Mumbai)	<a href="mailto:ujwala.shimpi@c1india.com">ujwala.shimpi@c1india.com</a>	+91-22-66865608	MON – FRI
4. Helpdesk Support (Kolkata)	blsupport@c1india.com	+91-8017272644	MON – SAT
<b>Escalation Level 1</b>			
Mr. Tuhin Ghosh	tuhin.ghosh@c1india.com	+91-8981165071	
<b>Escalation Level 2</b>			
Mr. Sandeep Bhandari	sandeep.bhandari@c1india.com	+91-8826814007	
<b>Escalation Level 3</b>			
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 <a href="mailto:blsupport@c1india.com">blsupport@c1india.com</a> mentioning your Name and Mobile No. One of C1 India's associates will get back shortly.			

The tenderer 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 tenderer will not be accepted on the e-procurement platform.

All the tenderers who do not have digital certificates need to obtain Digital Certificate (with both Signing and Encryption Components). They may contact help desk of M/s C1 India.

The tenderer shall furnish the original Demand Draft /BG for EMD to the tender inviting authority so as to reach on or before the due date and time of the Tender either personally or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of tenderer. The Company shall not take any responsibility for any delay or non-receipt. If any of the documents furnished by the tenderer is found to be false/fabricated/bogus, the tenderer is liable for black listing, forfeiture of the EMD, cancellation of work and criminal prosecution. The tenderer is requested to get a confirmed acknowledgement from the Tender Inviting Authority as a proof of Hardcopies submission to avoid any discrepancy.

The bidders found defaulting in submission of hard copies of original Demand Draft / BG for EMD and other documents to the Tender Inviting Authority on or before the stipulated time in the Tender will not be permitted to participate in the Tender.

The bidder is requested to read all the terms and conditions mentioned in the tender Document and seek clarification if any from if in doubt.

The bidder should keep track of any Addendum / Corrigendum / Amendment issued by the Tender Inviting Authority on time-to-time basis in Company's website ([www.Balmerlawrie.com](http://www.Balmerlawrie.com)) and e-procurement site (<https://balmerlawrie.eproc.in>). No separate newspaper advertisement shall be published for such Addendum / Corrigendum / Amendment etc. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

The tenderer 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 process and steps. M/s C1 India is not responsible for incomplete bid submission by users. Tenderers 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.

Neither the Company (Balmer Lawrie & Co. Ltd.) nor the service provider (M/s C1 India) is responsible for any failure or non-submission of bids due to failure of internet or other connectivity problems or reasons thereof.

The hardcopies of the Bid Documents as explained above and also defined in clause no. 2.0 of Condition of Contract under sealed envelope should reach the office of Head (E&P) at, Balmer Lawrie & Co. Ltd, 21, N S Road, E & P Department, 2<sup>nd</sup> Floor, Kolkata - 700001 on or before the due date of submission of tender. The Bidders who are submitting the Bids in person are requested to drop the same in our tender box located at the entrance of 2<sup>nd</sup> floor at the above address.

#### 8.0 SUPPLY OF MATERIAL

All materials required for the work shall be supplied by the Tenderer.

#### 9.0 TAXES & DUTIES

All taxes, duties excepting GST, as levied by the Government (Central and State) applicable for the equipment shall be included in the quoted price. However, GST shall be paid separately at applicable rate.

#### 10.0 DEVIATION

It is expected that bidders will submit their bid strictly based on the terms and conditions and specifications contained in the bidding documents and will not stipulate any deviations. Should it, however, become unavoidable, deviations should be submitted (in bidder's letter head, stamped & signed) along with the unpriced Bid (Part-I). Deviations mentioned in any other place shall not be considered by the owner.

**11.0 BASIS OF EVALUATION**

Bidders will be selected through evaluation of their Unpriced Bids based on fulfilment of pre-qualification criteria i.e. submission of Unpriced Bids (Part-I) are found to be acceptable. It is mandatory to quote for all the items failing which bid may be rejected. L1 Bidder will be determined based on total basic amount comprising of all items. Price Bids will be opened only for the bidders whose all required PQ documents and other required documents, EMD/MSE Certificate as per the instructions contained in the tender document.

**12.0 INSTALLATION, COMMISSIONING & TRAINING**

The installation, testing and commissioning of the equipment shall be carried out by competent engineers/technicians of the Tenderer at the work site. During installation / commissioning, Tenderer's engineer / technician shall impart necessary training to Owner's personnel in driving and servicing the equipment to the level of clear understanding / adoptions. No separate charge shall be payable by the Owner for the purpose.

**13.0 NON-CONFORMANCE**

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

**14.0 VALIDITY OF OFFER**

Tendered shall keep their offer valid for a period of 120 days from the date of opening of Unpriced bid.

**15.0 QUANTITY VARIATION**

The quantity as mentioned in the Schedule of Work/ Price Bid is indicative. The selected bidder/Vendor shall however ascertain the exact quantity required at site, obtain approval from the owner on quantity, supply and install accordingly. As the work progresses, it is possible that there will be quantity variations to any extent & omission of items. Specially, the quantity of cables, steel structure may vary extensively based on detailed design requirement/site conditions. Under all such circumstances, the rates should be firm.

**16.0 RATES AND OTHER ENTRIES**

- (a) The tenderer should quote for all items in the Schedule of Rates. The rates should be expressed in English both in figures and words. Where discrepancy exists between the two, the rates expressed in words will prevail. Similarly, if there is any discrepancy between unit rate and total amount, the unit rate will prevail.
- (b) The rates should be quoted in the same units as mentioned in the tender schedule of quantities.
- (c) All entries in the tender documents should be in ink / type. Corrections if any should be attested by full signature of the tenderer.