HLL Lifecare Limited
(A Government of India Enterprise)

Corporate and Registered Office,
HLL Bhavan, Poojappura,
Thiruvananthapuram– 695 012
Kerala, India.
Phone: 0471 – 2354949
Website: www.lifecarehll.com

__Invitation for Bids__

__Supply and installation of Design Software Products__

Date	:	**13th March 2014**
IFB No.	:	**HLL/CHO/IT/Software/2014**

The schedule of the bid is given below.

Last date and time for receipt of bids	**: 11.00 Hrs on 20.03.2014**
Time and date of opening of Bids	**: 11.30 Hrs on 20.03.2014**

Dear Sir,

    Sub: ***Supply and installation of Design Software Products***

       HLL Lifecare Limited, Thiruvananthapuram invites the competitive bids from the eligible bidders for the Supply and installation of Design Software Products **at** our Design Office, Thirumala Thiruvananthapuram. The details are given below;

Sl.No.	Product	Quantity
1	**Sketch Up Pro 2013 (licensed)**	**1 No.**
2	**V Ray ver 3.0 for sketch up pro 2013 (licensed)**	**1 No.**
3	**Autodesk AutoCAD 2014 SLM (licensed)**	**1 No.**

Terms & Conditions

1. The prices should be quoted as per the format for price schedule enclosed as **Annexure – I.**
2. In the price schedule, if there is any discrepancy between the unit price and total price the unit price shall prevail and the total price shall be corrected by the purchaser accordingly.
3. The bids will be evaluated by taking the total quoted amount for all items.
4. The items should be delivered within **3 weeks** from the date of placement of order at the following address:
   > HLL Lifecare Limited,
   > IDD Design Office, Ushus,TC 7/1541,
   > Jyothi Nagar, Thirumala,
   > Thiruvananthapuram-695 006
   > Phone: 0471-2350481
5. The prices quoted shall be valid for a period of **90 days** from the date of opening of bids.

6. Penalty at 0.5% per week's delay subject to maximum of 5% is applicable for delayed delivery.
7. Necessary documentations/CDs/DVDs are to be supplied along with the product.
8. Statutory documents like licenses if any should be supplied along with the product.
9. Bids should be clear in all respects and those with ambiguous clauses shall be summarily rejected.
10. The supply order will be placed on the first lowest responsive bidder.
11. HLL will have the right to increase or decrease up to 20% of the quantity of goods and services specified in the schedule of requirements without any change in the unit price or other terms and conditions.
12. Payment will be released from Corporate Head Office, Poojappura within 30 days from the date of Installation. For claiming the payment, the following documents are to be submitted.
    (i)   Three copies of Invoice.
    (ii) License document.
13. The bids should be submitted at the following address.

    Associate Vice President (IT)
    HLL Lifecare Limited
    Corporate and Registered Office,
    HLL Bhavan, Poojappura,
    Thiruvananthapuram – 695 012,
    Phone: 0471- 2354949.

14. Bids should be submitted on or before **11:00 Hrs on 20.03.2014** and the same **will be opened at 11.30 Hrs on the same day** at Corporate Head Office, Poojappura, Thiruvananthapuram in the presence of the representative of the bidder who choose to attend. If the bid opening day is declared as holiday for HLL, the bid will be opened at the next working day of HLL.

15. The envelopes containing the bid should bear the Invitation for Bids title and number, and the statement DO NOT OPEN BEFORE_____(Here insert time and date of bid opening)
16. HLL reserves the right to accept or reject any or all of the bids without assigning any reason whatsoever
17. Any bid received after the deadline will be rejected
18. No fax/email bids will be accepted
19. Any dispute arising out of the tender/bid document/ evaluation of bids/issue of purchase order shall be subject to the jurisdiction of the competent court at Thiruvananthapuram only.

Thanking you,

Yours faithfully,

P. Sivakumar
Senior Manager (Hardware)

Price Schedule   **Annexure – I**

Sl.NO	Description of item / work	Unit	Qty	Basic Price (Rs)	Taxes/ Duties (Rs)	Other incidental costs if any (Rs)	Total Price for each unit (Rs)	Amount (Rs)
1	2	3	4	5	6	7	8= 5+6+7	9= 4 * 8

Total Price (in Figure) : Rs………………………………………

Total Price (in words) : Rs. …………………………………………………………………………………………..