

एचएलएल लाइफकेयर लिमिटेड, कणगला -HLL LIFECARE LIMITED KANAGALA – 591 225

(भारत सरकार का उद्यम) (A GOVT. OF INDIA ENTERPRISE)

तहसील - हुक्केरी, जिला बेलगांवी TQ: HUKKERI, DIST: BELGAVI

08333-279244, 279682

EMAIL : salesnfk2@gmail.com

Web : www.lifecarehll.com

TENDER NO. HLL/BGM/SL/TRANSPORT/2021-22

DATED : 28.09.2021

तकनीकी वाणिज्यिक बोली TECHNO COMMERCIAL BID

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निविदा सूचना TENDER NOTIFICATION

विषय Sub: Contracting of Transportation of Finished goods from HLL, Kanagala, Ex-Mumbai/Delhi/Hyderabad / Kolkata / Haryana to various destinations in India.

Two bid system (Techno Commercial Bids) for transportation of finished goods from our production facilities in HLL, Kanagala (Belagavi Dist)/Ex-Mumbai/Delhi/Hyderabad/ Kolkata/ Haryana to various destinations in India from reputed transport companies'/fleet operators having Offices/Other facilities at all the centers for a period of from 01.10.2021 to 31.07.2022 is hereby invited. However, the period of contact may be by another Three months as decided by the management. The details can be obtained from our above mentioned website or to collect tender from HLL, Kanagala.

Bidders can participate in the tender by paying Rs. 1001/- inclusive of GST as tender fee (Parties who are downloading the tender form on line need to enclose a DD towards the cost of Tender Form of Rs.1,001/- along with Technical Bid).

As per the recent directives you need to attach **Bid Security Declaration** in the enclosed format in lieu of EMD.

**संयुक्त महा प्रबंधक (विक्री)
Jt. General Manager (Sales)**

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The last date and time for submission of bid : 12.10.2021 at 15.00 Hrs
Along Bid Security Declaration

The last date of opening of Technical bid : 12.10.2021 at 15.30 Hrs
in presence of those who are present.
(if possible)

संयुक्त महा प्रबंधक (विक्री)
Jt. General Manager (Sales)

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TECHNICAL BID

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Bidder are requested to attach following documents in the Technical bid Schedule A, B, C, D, E, F Questionnaire (duly filled with supporting documents) for minimum eligibility criteria (Schedule –A), Questionnaire general information of vendor (Schedule - F) and tender acceptance form of Schedule – I shall be filled in sealed envelope should put in separate cover and duly superscripting the tender notification number and technical bid.

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MINIMUM ELIGIBILITY CRITERIA FOR QUALIFYING IN THE TECHNICAL BID

1. The transporter should have own minimum 10 number trucks or have at least 10 attached trucks with National Permit. Further they should be capable of mobilizing additional trucks as and when required.
2. The successful tenderer should deposit Security Deposit of 3% value of work subject to maximum of Rs.5 Lakhs within two weeks of award of work order by DD/BG in favor of HLL Lifecare Ltd., payable at SBI, Nipani. The security Deposit would be released after three months on the satisfactory completion of the contract. The EMD of successful bidders will be converted to Security Deposit and the bidders are required to furnish the balance amount.
3. The Transporter should have a full-fledged office with telephone, Fax/e-mail facilities in nearby station at Kanagala (i.e., Nipani, Sankeshwar, Gadhinglaj, Gokak, Belagavi, Kolhapur, Hubli-Dharwar, Sangali, Ichalkaranji)
4. Bid Security Declaration to be attached with Technical bid and submit before last date and time.
5. The transporter should be registered under carriage by road act 2007 and also with State Transport Department in which their main office is located.
6. The transporter should have turnover of minimum of Rs.50/- lakhs during preceding 3 years.
7. The transporter should have ISO certificate or any other accreditation.

**संयुक्त महा प्रबंधक (विक्री)
Jt. General Manager (Sales)**

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SCHEDULE – A

तकनीकी बोली TECHNICAL BID

**QUESTIONNAIRE TO BE FILLED FOR MINIMUM ELIGIBILITY CRITERIA-
TRANSPORTATION OF FINISHED GOODS.**

1a	Do you have required No. of own or attached trucks with All India Permit as indicated	Yes/No
1b	If yes, have you attached the details of the Trucks as required Copies of the RC book, permit & other documents to be attached	Yes/No
2.	Do you agree to provide Security Deposit @ 3% value of work subject to maximum of Rs.5 Lakhs by either in DD or in the form of Bank Guarantee from Nationalized/Schedule Bank, if contract is awarded?	Yes/No
3.	Have you undertaken transport contract with HLL, Kanagala for last 3 years?	Yes/No
4.	Do you have full-fledged Office with telephone, e-mail facilities in nearby station at Kanagala (i.e., Nipani, Sankeshwar, Gokak, Belagavi, Kolhapur, Hubli-Dharwar, Sangali, Ichalkaranji, Gadhinglaj)	Yes/No
5.	Are you registered under carriage by Road Act 2007 and also with State Transport Deptt in which your main office is located?	Yes/No
6.	Have you attached declaration (as in SCHEDULE –C, D, G & H) along with this bid?	Yes/No
7.	Have you submitted/attached Bid Security Declaration along with Technical Bid ?	Yes/No
8.	Have you enclosed a copy of PAN Card?	Yes/No
9.	Have you registered under GST Act? If yes please enclose copy of GST certificate.	Yes/No
10.	Whether, your transport company is approved by Indian Bankers Association. If yes certificate may be enclosed with validity period	Yes/No
11.	Have you enclosed certificate issued by CA for Turn over during last 3 years?	Yes/No
12.	Have you obtained ISO Certificate or any other accreditation? If yes please enclose copy of ISO Certificate.	Yes/No

निविदाकर्ता के हस्ताक्षर मुहर के साथ/ Signature of Tenderer with seal

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SCHEDULE - B

**APPROX. NO. OF BOXES FOR FULL TRUCK LOAD OF 9 Tonne Capacity &
DESTINATIONS**

SN	SCHEME OF PACKING	NO OF BOXES PER FULL TRUCK LOAD
1.	SUCHI SANITARY NAPKIN	165-180
2.	PUTHUYUGAM SANITARY NAPKIN	300-340
3.	HAPPY DAYS 3's SANITARY NAPKIN	450-500
4.	HAPPY DAYS 8's SANITARY NAPKIN	220-250
5.	HAPPY DAYS 10'S	150-170
6.	FREE SUPPLY NIRODH	400-450
7.	CHAYYA	475-500
8.	ECP	525-550
9.	RAKSHAK CONDOM	200-220
10.	NACO/FS/DELUXE CONDOM	170-185
11.	USTAD CONDOM	200-233
12.	MALA D	245-310
13.	MALA N (FS)	500-525
14.	SAHELI	800-900
15.	KUSHI	400-450
16.	ECROZ	700-750

NOTE :

1. The No. of boxes per scheme per truckload given is approximate and may marginally vary on either side.
2. If any new scheme which is not covered in the above schemes, but the number of boxes are similar to any one of the above schemes, is required to be transported, the transporter shall do the same at the agreed rate without additional cost.
3. If any new schemes, which are not covered in the above schemes, required to be transported, the number of boxes will be fixed after mutual discussion.

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SCHEDULE – C

SN	Annexure	Details of tender	Remarks
1.	A	Ex-Kanagala to various destinations in India	-
2.	B	Ex-Kanagala to various destinations in Karnataka	-
3.	C	Ex-Kanagala to various destinations in Tamilnadu, Odhisha, Andhra Pradesh & Telengana state & Harayana state	Rate shall be quoted for district places & delivery may be in any block/Taluka level etc., in particular District as per our requirements
4.	D	Ex-Mumbai/Delhi/Kolkatta/Hyderabad to various destinations in India	-

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SCHEDULE - C

GENERAL CONDITIONS FORMING PART OF BID

1. This is two Bid system comprising of: -
A) Technical Bid
B) Price Bid.
2. Both the bids shall be submitted in sealed cover separately. Tender No. of the Technical and Price Bids shall be superscribed on the respective covers in order to clearly identify between the 2 bids. The two separately marked Bids enclosed in a single sealed cover, complete in all respect, addressed to the Jt. General Manager (Sales), HLL Lifecare Ltd., Kanagala- 591225, Dist: Belagavi, should reach us on or before the due date and time mentioned in the tender notification. HLL Lifecare shall not be responsible for postal delay if any, in the delivery of the bidding document or non-receipt of the same.
3. Bid Security Declaration shall be enclosed with Technical bid. Tender without Bid Security Declaration will be out rightly rejected
4. In the event of the date mentioned for opening of Bid being declared subsequently as holiday for HLL Lifecare Ltd., Kanagala the due date for submission and opening of bids will be the following working day and time.
5. Bids received after the due date for the submission may not be considered.
6. Un-sealed tenders received are liable to be rejected and this will be at the sole risk of tenderers.
7. The bidder is expected to study all instructions, forms, terms and conditions given in the document.
8. The tender should be completed in all respects & incomplete tenders are liable to be rejected.
9. The validity of Technical Bid for the Tenderers who qualify will be for the Tender period & is at the discretion of HLL Lifecare Ltd.

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10. The price bid of those tenderers who qualify in the Technical Bid only will be opened. The price bids of tenderers who do not qualify will be returned unopened.
11. The loads mentioned in tender document are approximate.
12. **There will not be any post Tender Negotiation except with L-1 party (Transporter).**
13. Delivery period is essence of the Contract.
14. In the event of placing orders as per requirement based on orders received from Government or any other agencies: -
 - a) The party has to execute an agreement in the prescribed form on Govt. Stamp Paper as required by rule in force from time to time.
 - b) The successful tenderer should deposit Security Deposit of 3% of total value of business/Rs. 5 Lakhs whichever is less within two weeks of award of work order by DD/BG in favour of HLL Lifecare Ltd., payable at SBI, Nipani. The Security Deposit's validity shall for be the period of contract plus three/ months, in case Bank Guarantee is provided. The security Deposit would be released after three months on the satisfactory completion of the contract.
 - c) Penalty clause applies for the delayed delivery as well as delay in providing vehicle.
15. The jurisdiction of any disputes, suits and proceedings arising out of this tender shall be only in the courts of Hukkeri Taluk, Belagavi Dist.
16. **Quoted rate should be type written and there shall not be any corrections/overwriting on the commercial bid, if so the same are to be duly attested. Soft copy of rates submitted should be furnished to us immediately after opening of price bid.**
17. HLL Lifecare Ltd., shall fix the criteria for responsiveness of a bid based on critical factors in the tender document. Bids pronounced non-responsive by HLL Lifecare Ltd., shall be summarily rejected.
18. Suppression of facts will disqualify the tender document.

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19. The interested parties should be ready for 2/3 multiple deliveries in the same city or District, if required.
20. The Transporter should furnish us LR No. / Nos. for their allotted destinations as per our requirement. The L1 Transporter should be in a position to deliver finished goods, depending on availability of space at the Consignee's Godown. (Sometimes after the Work Order period), failing which the other Transporter will be preferred at the L1's cost.
21. Payment Terms: - Our intention is to make payment at the earliest by RTGS within 60 days of receipt of invoices with duly acknowledged LRs.
22. HLL Lifecare Ltd., reserve the right to qualify or not a tenderer without assigning any reasons. The decision of HLL Lifecare Ltd., will be final and no correspondence will be entertained in this regard.

We have read and understood the above conditions and agree to abide by the same.

Place :

Date :

**Signature of the Tenderer
Name and address of the Tenderer**

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SCHEDULED – D

SPECIFIC TERMS & CONDITIONS FORMING PART OF BID

1) Intimation for vehicles deployment will be given in advance. You should deploy required vehicles in time i.e., before 1400 Hrs. for that particular day, vehicles reported after 1400 Hrs. will not be loaded. Failure to place the required no. of trucks within the prescribed time will attract penalty as follows:

- a) First 24 Hrs. from issue of schedule – Nil
- b) Above 24 Hrs. to 48 Hrs. - 1.5% of freight charges per day.
- c) 48 Hrs. to 72 Hrs. - 3% of freight charges per day.
- d) 72 Hrs. and above - 5% of freight charges per day.

If the transporter fails to provide the vehicles within the time given company reserve the right to engage truck from other source at the cost and risk of transporter.

- 2) Transshipment of consignment is allowed. However, cost of damaged consignment/shortage, if any, to the account of transporter.
- 3) The Company (HLL Lifecare Ltd) reserves the right to engage containers/ Trucks/Lorries/Canter from other sources also if the Tenderer/Contracting Carriers fail to make available the same in schedule time of intimation & the additional cost if any will be recovered from the contractor (Transporter).
- 4) The Company reserves the right to resort Rail transport/Container transport exclusively or partially during the pendency of the contract if it is found to be economical or necessary to the Company.

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- 5) Whenever there is an increase/decrease in the price by of Diesel (**More than one Rupee**).
The revision in rate shall be as per the formula given below:

Current Rate = A

Increased/decreased Rate = B

Difference = B – A

% of Increase/Decrease rate = $B - A \times (100/A) = X$

60% of X = Y

Increase/Decrease in Rate = Existing Freight Rate X $(1+Y/100)$

The revision of rate will be entertained as detailed below:

The transporters have to calculate and submit their bill with proof along with calculation sheet before 15.12.2021 (for the Period 01.10.2021 to 30.11.2021), 15.04.2022 (for the Period from 01.12.2022 to 31.03.2022) & 14.08.2022 (for the period from 01.04.2022 to 31.07.2022). Delay in submitting their claims will not be entertained.

The calculations should be based on the rate of Diesel as applicable at Kanagala as on the date of opening of price bid.

- 6) Transporter shall provide vehicles, in good and road - worthy condition as and when required, during Tender period during which no rate/price change will be allowed other than for increase/decrease in the rate of Fuel, which will be calculated as per the formula given vide Sl. No. 5.
- 7) Whenever more than half load of any material is carried for which full load charge is payable, the tenderer/contracting carriers should not carry other materials as the consignment is treated as full load.

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8) The minimum length, width, height & capacity of the vehicles shall be as follows:

Type of vehicle	Length	Width	Height	Carrying Capacity
Tata / Eicher etc, B type	17'.00	7'.00"	6'.00"	5 MT
Tata / Leyland etc A type	17'.60"	7'.00"	7'.60"	9 MT
Tata / Leyland etc, B type	22'.00	7'.00"	7'.60"	16 MT
Tata / Leyland etc, B type	23'.60"	7'.00"	7'.60"	21 MT
Tata / Leyland etc, B type	28'.00"	7'.80"	7'.00"	25 MT
Container 32 FT SXL	32'.00"	8'.00"	8'.00"	7 MT
Container 32 FT SXL	32'.00"	8'.00"	9'.00"	15 MT

9) The rate quoted shall be inclusive of all i.e. collection of materials & collection of CRC/POD, loading & unloading, transportation, door delivery, local transportation, statistical charges, road tax, toll and other statutory taxes etc. & excluding of GST.

10) The materials lifted should be delivered to the consignee/s within the stipulated time decided upon by the Company and the **PERIOD IS THE ESSENCE OF THE CONTRACT.**

11) Penalty of 4% of freight shall be imposed per day per truckload for late delivery beyond the number of days given in the Work Order.

12) It shall be the sole responsibility of the tenderer/contracting carriers to ensure adequate protection to all the materials from sun, rain, mechanical damages and all other hazards and satisfactory delivery of the consignment to the consignees within the stipulated time.

13) At the time of delivery of the consignment proper acknowledgement of having received the consignment by the consignees on the LORRY RECEIPT and provisional receipt given by us

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should be obtained i.e., Qty. received, sign and seal and date of delivery should be obtained. In their absence of which freight charges will not be released.

- 14) You should submit freight bills and lorry receipt (acknowledgement) in duplicate & provisional receipt, CRC/SEC given by the consignee for releasing freight charges.*
- 15) Transit insurance will be arranged by HLL Lifecare Ltd, subject to excess clause of Rs. 5,000/-. Insurance coverage will be taken by HLL for which the details are to be provided by transporter at the time truck leaves our premises / facility.*
- 16) The standard claim or loss to the materials transited by transporter is to be reported or registered to the insurance Co. their nearby branch office or HLL, Kanagala immediately from the date of reaching lorry at the destination. The request for diversion of materials within the range of 50-60 kms should be entertained without any additional claim.*
- 17) The successful tenderer/contracting carrier should deposit a security deposit @ 3% of their total business with HLL Lifecare Ltd subject to maximum of Rs.. 500000/- and execute necessary agreement on Stamp Paper worth of Rs. 100/-.*
- 18) The Company reserves the right to terminate the contract before the completion of the period of contract without assigning any reason, with prior notice of 30 days.*
- 19) No extra charges will be paid on account of any reasons other than the agreed freight charges.*
- 20) The delivery period is exclusive of the date of loading at the premises/godown and unloading at the destinations respectively.*
- 21) No duplicate / Xerox copy of the LR will be accepted for releasing payment. However, HLL reserves the right to consider the request of LRs without seal on quarterly basis, based on confirmation of materials receipt from the Consignee / clearance of Inspection Note / receipt of our payment.*
- 22) In a situation when truck may have to be retained at different point/s at the consignee end for loading / unloading, (in case space problem with minimum 15 days) the transporter should be ready for the same and no additional charges shall be payable for this.*

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- 23) Please visit our website www.lifecarehll.com for SHEMS/OHSAS policy.
- 24) Section 101(Exemption of occupier or Manager from liability) of chapter X under the Factories Act 1948 (All LXIII f 1948) (23rd sept.1948) is applicable.
- 25) Transporter shall have certificate of registration to do the business as per Section 3 of Road Act 2007.
- 26) Company reserves the right to cancel the Tender process at any stage without assigning any reason, including modification of Terms and Conditions.
- 27) The Transporter should be ready to transport our semi-finished goods / raw materials to our other Plants at Thiruvananthapuram / Cochin, etc.
- 28) **INDIMNITY CLASUE:-** If the transporter fails to meet the terms of the Transportation work order/Agreement (placing the vehicle within the time Prescribed, delivery of the consignment within the agreed days etc) the transporter shall and will indemnify the Company (HLL) against all losses of damages what so ever to be incurred or sustained including legal cost or expenses incurred by the Company by reasons of non-provision/non-performance against the terms and conditions given in the transportation work order/agreement and this tender. If any shortage/damage, pilferage etc, are fund in the consignment, while delivering the same to the consignee, the Transporter/their representative at the destinations/stations shall give open delivery and issue/obtain necessary shortage/damage certificate to/from the consignee to enable HLL to prefer claim from the Insurance Company. **The value of the quantity found short/damaged shall be retained/recovered from the Transporter Bills/other movable & immovable properties and shall be released only after realization of the amount from the Insurance Company.**

Accepted the above Terms & Conditions.

दिनांक / Date :

निविदाकर्ता के हस्ताक्षर

**Signature of the Tenderer/
Carriers with Date & Seal**

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SCHEDULE – E

SPECIFICATION OF BOXES (size in mm)--- subject to change

SN	Scheme	Height	Width	Length	Appr Weight (Kg)
1.	Free Supply Nirodh	425	570	630	23.50
2.	Free Supply (Naco)	425	570	630	24.00
3.	Rakshak Condom	345	405	570	15.00
4.	Deluxe Nirodh	435	430	585	15.50
5.	Ustad Condom	290	670	670	18.00
6.	Sawan Condom	450	340	390	12.50
7.	Mala D	330	530	615	14.60
8.	Mala N (FS)	325	365	400	12.50
9.	Saheli	265	270	410	4.00
10.	Khushi	450	275	630	10.50
11.	Ecroz Gold	280	350	340	8.00
12.	SUCHI (New)	480	460	780	14.50
13.	SUCHI (Old)	480	440	610	12.50
14.	PUTHUYUGAM	480	445	700	10.50
15.	HAPPY DAYS 8's	385	440	690	13.00
16.	HAPPY DAYS 3's	240	445	445	4.80
17.	HAPPY DAYS SINGLE	300	520	490	4.00
18.	Haryana Supply	380	540	580	11.50
19.	E-Surekaha AP Govt Supply	500	460	710	14.50

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SCHEDULE – F

QUESTIONNAIRE GENERAL INFORMATION OF THE TENDERER

1. (a) Name and address of the Tenderer:

(b) Details of Key Personnel at your local office

Name/Designation	Telephone No		Mobile No.	Fax No	e-mail
	Office	Residence			

(c) Details of Key Personnel at your Head Officer

Name/Designation	Telephone No		Mobile No.	Fax No	e-mail
	Office	Residence			

2. (a) 1) Type of Firm : Partnership/Proprietary/Pvt Ltd/Public Ltd

2) Details of Partners/Directors along with address: (Attach additional sheet if required)

3. a) No of vehicles under your ownership having National Permit (Attach a Statement of details: _____ Nos. of truck No./ self-attested copies of RC book & permit)

b) No. of vehicles attached with you/firm/company

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(Attach a statement of details _____ of truck No/self-attested copies of RC book & Permit)

4. Do you have Branch/Associate Offices at destinations given in the schedule A-4 ?
: Yes / No

(If yes, the details may be attached in the format below:

Address	Contact Person / Designation	Telephone No		Mobile No	Fax No	Godown Space (Sq. feet)
		Office	Residence			

5. Have you undertaken similar work for Public Sector Undertaking/ Leading Private companies during the last 3 years : Yes/No

(If yes, the details may be attached in the given format)

Name & Address of the Customer	Value of Business done during the previous years

(Copies of the Contracts/Work Orders also be attached)

6. Name & Address of the Bankers :
7. The credit limit provided to you by your Bank:
(copy of certificate from the Bank duly attested
To be attested)
8. Have you had litigation/ Arbitration in any commercial: YES/NO
Contract during last three years?
(if yes give details)
9. Whether your company is approved by Bankers Association? YES/NO
(If yes, certificate may be enclosed with validity period)
10. Whether your company is having ISO certificate? YES/NO
(if yes, certificate may be enclosed with validity period)

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SCHEDULE – G

PRICE BID – TENDER ACCEPTANCE FORM

SCHEDULE FOR DOOR COLLECTION, TRANSPORTATION AND DOOR DELIVERY OF FINISHED PRODUCTS IN CORRUGATED BOXES/OTHER TO VARIOUS DESTINATIONS WITHIN INDIA FROM HLL, KANAGALA (BELGAVI DIST) FOR A PERIOD OF 01.10.2021 to 31.07.2022 AS PER DETAILS GIVEN BELOW:

1. Name & Address of the Tenderer
.....
.....
2. The tenderer shall quote the lowest competitive rate in this Price Bid for transporting finished goods from HLL, Kanagala/Ex-Mumbai/Delhi/Kolkatta/Hyderabad to various destinations in India. The transporter should essentially understand the Tender conditions and transportation work requirements given in the Technical Bid before quoting the Price Bid.
3. The details of approximate number of boxes under various schemes per load of 5/9/16/21/25/32 MT carrying capacity are given as SCHEDULE – B. Even though the number of boxes of each scheme in a load may vary, the tenderer should quote only one rate to a destination in the Price Bid and this rate will be applicable for all the Scheme loads in the SCHEDULE –I.
4. Quoted rates shall include door collection, door delivery, unloading and any other expenses that are likely to be incurred by the transporter outside the company premises.
5. The rate quoted should be firm for the tender period and may be extended for further period of three months on mutual consent.
6. No loading/unloading/local transportation, retention charges etc is payable by HLL.

IMPORTANT:

The reference rate of Diesel for this tender will be the retail rate as on opening of price bid i.e., the retail rate of Diesel at Kanagala. On releasing work order whenever the Diesel

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rate increase/decrease, the freight already agreed shall also be re-fixed as per the formula given hereunder.

- 7) Whenever there is an increase/decrease in the price by of Diesel (**More than one Rupee**). The revision in rate shall be as per the formula given below:

Current Rate = A

Increased/decreased Rate = B

Difference = B – A

% of Increase/Decrease rate = $B - A \times (100/A) = X$

60% of X = Y

Increase/Decrease in Rate = Existing Freight Rate X $(1+Y/100)$

The rate revision will be calculated as detailed below:

The transporters have to calculate and submit their bill with proof along with calculation sheet before 15.12.2021 (for the Period from 01.10.2021 to 30.11.2021), 15.04.2022 (for the Period from 01.12.2021 to 31.03.2022) & 14.08.2022 (for the Period from 01.04.2022 to 31.07.2022). Delay in submitting their claims will not be entertained.

The calculations should be based on the rate of Diesel as applicable at Kanagala as on date of opening of price bid.

DECLARATION

I/We confirm having read and understood all the transportation requirements, terms and conditions of the tender – Tender No. HLL/BGM/SL/TRANSPORT/2021-22 dt. 28.09.2021 in full and the offer being submitted is as per the requirements given in this bid and that I/We agree to abide by all without any deviation.

SIGNATURE NAME & ADDRESS OF TRANSPORTER

(Seal of the Transporter)

Place:

Date: