

HLL LIFECARE LIMITED
(A Government of India Enterprise)

TENDER

FOR

**ENGAGING ENERGY AUDIT CONSULTANT AS PER GRIHA
REQUIREMENTS AT SUPER SPECIALITY BLOCK, GOVT. RAJAJI
HOSPITAL, MADURAI UNDER PMSSY PHASE – II**

NIQ No. HLL/IDS/EA-MADURAI/23-24/06 Dated 31.10.2023



Infrastructure Development Division
2nd Floor, Golden Jubilee Block, HLL Bhavan,
Poojappura P.O,
Thiruvananthapuram
PH: 0471 – 2775500

HLL LIFECARE LIMITED
(A Government of India Enterprise)

NOTICE INVITING QUOTATION (NIQ)

Tender No. HLL/IDS/EA-MADURAI/23-24/ 06 Dated 31.10.2023

HLL Lifecare Ltd. (HLL) (A GOI Enterprise) on behalf of MoHFW, GOI invites offers from eligible bidders for Engaging Energy Audit Consultant as per GRIHA requirement at Super Specialty Block, Govt. Rajaji Hospital, Madurai under PMSSY Phase-II.

The bids duly completed as per prescribed format must reach on or before 07.11.2023 at 3.00 pm in the office of HLL at Thiruvananthapuram. The opening will be on 07.11.2023 at 03.30 pm at Thiruvananthapuram. The detailed Bid document may be downloaded from our website www.lifecarehll.com and www.hllites.com.

For HLL Lifecare Ltd

Deputy General Manager (ID) - HITES

DISCLAIMER

This document has been prepared by HLL Lifecare Limited for Engaging Energy Audit Consultant as per GRIHA requirement at Super Specialty Block, Govt. Rajaji Hospital, Madurai under PMSSY Phase-II.

This document is neither an agreement, nor an offer or invitation to perform work of any kind to any party.

The purpose of this document is to provide interested parties with information to assist the preparation of their Bid. While due care has been taken in the preparation of the information contained herein, and is believed to be complete and accurate, neither any of the authorities/ agencies nor any of their respective officers, employees, agents or advisors give any warranty or make any representations, expressed or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

Further, HLL does not claim that the information is exhaustive. Respondents to this document are required to make their own inquiry/ survey and will be required to confirm, in writing, that they have done so and they did not rely solely on the information given herein.

HLL reserves the right not to proceed with the empanelment or to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the empanelment further with any respondent.

No reimbursement of cost of any type or on any account will be made to persons or entities submitting their bids.

1. TENDER DETAILS

Sl. No.	Description	Details
1	Tender No.	HLL/IDS/EA-MADURAI/23-24/06 Dated 31.10.2023
2	Name of work	Engaging Energy Audit Consultant as per GRIHA requirement at Super Specialty Block, Govt. Rajaji Hospital, Madurai under PMSSY Phase-II.
3	Issue of Tender documents	Documents shall be available at www.lifecarehll.com and www.hllites.com from 31.10.2023
4	Estimate amount	Rs.2.39 lakhs (Excluding GST)
5	Last Date & time of Submission of Bids	07.11.2023 at 3.00 pm
6	Date & time of opening of Bids	07.11.2023 at 3.30 pm
7	Place of submission and opening of bids	HLL Lifecare Ltd Golden Jubilee Block, 2 nd Floor HLL Bhavan, Poojappura.P.O Trivandrum-12 Tel: 0471 2775500/568 The bids will be opened on the designated date and time in the presence of bidders who choose to attend the bid opening. Late bids will not be accepted under any circumstances.
8	Completion Period	The work shall be completed within 30 days from issue of LOA

2. INSTRUCTIONS TO BIDDERS

2.1 Eligibility Criteria

The bidder shall fulfill the following eligibility criteria:

- a. The bidder should have minimum three-year experience in the field of energy auditing. Documentary proof to be submitted
- b. The bidder should have a Certified Energy Auditor. Documentary proof to be submitted.
- c. The bidder shall have valid GST registration. Copy to be submitted

Important Note: The bidders shall submit the documents proving eligibility criteria given at Sl. No. 2.1 above. Quotations received without the documents meeting eligibility criteria will not be considered even if they are L1.

2.2 Submission of bids

Sealed Bids shall be submitted by the bidders within the due date and time in the following manners:

Envelope- 1 (Technical Bid)

Sealed envelope marked as “COVER-1” with tender name super scribed on it and shall contain the following:

- (i) Certificate of incorporation
- (ii) GST registration details
- (iii) Documents as per eligibility criteria
- (iv) All pages of the tender document duly signed by the bidder as a token of acceptance of tender conditions
- (v) Bid security declaration form as per Annexure II

Envelope- 2 (Price Bid)

Sealed envelope marked as “COVER: 2 (Price Bid)” with tender name super scribed on it and shall contain the following:

- (i) Price bid as per Annexure –I of this document, printed in bidder’s letter head and signed & sealed by their authorized representative

Both Envelope 1 & Envelope 2 shall be sealed be in a single envelope with tender name written on the top of the envelope as “Engaging Energy Audit Consultant at Super Specialty Block, Govt. Rajaji Hospital, Madurai under PMSSY Phase-II”

No condition i.e. deviations / assumptions / stipulations / clarifications / comments / any other request whatsoever should be imposed. The conditional offers will be rejected.

2.3 Price Quote

- i) The bidders are advised to quote their rate for executing the work in the format enclosed as **Annexure –I (Price bid)**
- ii) The quoted rates shall be inclusive of all applicable taxes & duties and shall be excluding GST. GST at actuals will be reimbursed along with the bills
- iii) All applicable statutory deductions like income tax etc will be deducted from the bills.

2.4 Validity of bid

Validity of bid shall be 90 days from date of opening. The Bidders shall not be entitled during the said period, to revoke or cancel their Bid or to vary the Bid given or any term thereof, without the consent in writing of HLL.

2.5 Bid evaluation

All the bidders shall submit the documents proving the eligibility criteria given at Sl. No. 2.1 above. Lowest bidder meeting the eligibility criteria only will be considered for award of work. Quotations received without the documents meeting eligibility criteria will not be considered even if they are L1.

2.6 Acceptance / rejection of bids:

- a) The decision of HLL in bid evaluation will be final and binding
- b) HLL does not bind itself to accept the lowest bid.
- c) HLL also reserves the right to accept or reject any or all bids without assigning any reason whatsoever.
- d) HLL also reserves the absolute right to reject any or all the bids at any time solely based on the past unsatisfactory performance by the bidder(s) the opinion/decision of the clients regarding the same shall be final and conclusive.

2.7 Award of work:

- a) The Successful lowest bidder would be notified in writing by HLL by issuing the Letter of Acceptance (LOA) in favour of the Bidder.
- b) It will be obligatory on the part of the Bidder sign the Bid documents for all the components & parts. After the contract is awarded, the bidder who is selected will have to enter into an agreement on proforma to be provided by HLL for work awarded, on a non-judicial stamp paper of requisite value at his own cost within 10 days from date of receipt of Letter of acceptance or before the work is undertaken.

CONDITIONS OF THE CONTRACT

1. Where the context so requires, words imparting the singular only also include the plural and vice versa.
2. **DEFINITIONS**
 - i. The “Site” shall mean the Super Specialty Block, Govt. Rajaji Hospital, Madurai.
 - ii. The “Competent Authority” means HLL officials duly designated.
 - iii. The ‘Engineer-in-charge means the Technical officer of HLL as the case may be who shall supervise as the in charge of the Works.
3. The contractor shall visit the site before quoting the rates and clarifications if any required can be had from the undersigned before submitting the quotation.

4. Completion Period

The work shall be completed within 30 days from the date of issue of LOA. The date of commencement will be the date of issuing a Letter of Acceptance or receiving the documents to prepare preliminary reports whichever is later. The energy audit certificate and submission of certification shall be completed in 30 days from the issue of LOA.

5. Delay and extension

If the work is delayed by force majeure or any other cause in the absolute discretion of HLL, which is beyond the Contractor’s control, the Contractor shall immediately upon the happening of such event contributing to delays give notice thereof in writing to HLL/Engineer-in-Charge but shall nevertheless use constantly their best endeavors to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of HLL to proceed with the work.

Request for extension of time shall be made by the Contractor in writing within seven days of the happening of the event causing delay. The Contractor shall also indicate with any such request, the period for which extension is required. In any such case HLL may give a fair and reasonable extension of time for completion of individual items or group of items of work for which separate period of completion is specified in the contract as a whole, but it shall be the sole discretion of the Employer to grant or refuse such

extension.

The decision of HLL in regard to the extension will be communicated to the Contractor in writing within a reasonable time but no compensation or any extra amount shall be paid for such extension granted by HLL.

6. Compensation for delay

The Contractor shall be liable to pay compensation to HLL in case of delay in fulfilling obligation under this agreement for causes solely attributable to the Contractor @ 0.5% (Point five percent) of contract amount per week of delay subject to maximum of 5% (five percent only) of the total contract price towards their contract. HLL being sole judge for the assessment of delay.

7. Risk & Cost Clause

In case progress of any part of work is found to be unsatisfactory by HLL at any time during the execution vis-à-vis the terms of contract, HLL shall give the Contractor a fortnight's notice in writing asking for their plans for remedying the situation and to complete the job within the time decided by Engineer in Charge/HLL, subject however to the conditions that the entire work falling within their scope of work shall be completed within the stipulated time. On the failure to remedy the situation as per agreed time with HLL, HLL shall have the right to withhold that portion of the work and get the same done at the risk and cost of the Contractor after giving one weeks' notice. For execution of balance work under risk and cost, the amount deducted towards performance security or amount payable to the Contractor will be utilized by HLL.

8. Termination of Contract

HLL reserves the right to terminate, or postpone the work on account of fulfillment of contractual obligation(s) or any sufficient cause, HLL being sole judge of the same. The Contractor shall be paid for the useful work done up to the date of termination. HLL shall determine the credit to be given to the Contractor for the value of the work executed by the Contractor. The Contractor shall give HLL all the data, compiled report, drawings etc. prepared by them till the date of termination before the final dues are paid to the Contractor. Even after the termination of agreement, the Contractor shall continue to cooperate with HLL to such a reasonable extent as may be necessary to clarify or explain any reports or recommendations in documents or detailing made by them.

9. Breach of Trust

Unless otherwise directed by HLL specifically, the Contractor shall not contact directly or indirectly the client or any other authorities connected with the project. Non-

compliance of this clause shall be treated as breach of trust resulting in the termination of contract between HLL and the Contractor for which without any prior notice to him. In such event, no job will be entrusted to him in future by HLL.

10. Confidentiality

The Contractor agrees that all knowledge and information not within the public domain which may be acquired during the carrying out of this contract shall be for all time and for all purpose regarded as strictly confidential and shall not be directly or indirectly disclosed to any person without the written permission of HLL.

11. Discussions with HLL and Approvals

The Contractor shall make themselves available at reasonable notice to be present for discussions with HLL if required. The Contractor shall also provide assistance, advice and information to HLL as may be required from time to time for discussions with HLL officials or other agencies appointed by HLL connected with the work.

The Contractor shall get approved the work done by him at every stage throughout the period from HLL. However, such approval by HLL shall not be deemed to absolve the Contractor of the total responsibility of the correctness and soundness of the work and other obligations under this contract.

12. Guarantee and liability of the Consultant

The Contractor shall be liable for all consequence of errors and omissions arising from errors solely attributable to Consultant or on the part of their employees to the extent and with the limitation specified by HLL.

13. Variation in scope of work and schedule of quantity

The scope of work & schedule of quantities may vary to any extent. The rates quoted by the Contractor shall remain firm for the complete job as directed by the Engineer in Charge. The Contractor will be paid for the actual executed quantity of work.

14. Escalation

Escalation is not applicable in this contract.

15. Mobilization Advance

No Mobilization advance shall be paid.

16. Tax

The Consultant shall pay all the taxes and duties applicable. GST at actuals will be

reimbursed to the Consultant. All statutory deductions shall be made from Consultant's bill as per rules.

17. Arrangement for Power & Water

The Contractor shall make his/ their own arrangements for obtaining electrical connections and water of desired quality and make necessary payments directly to the departments concerned and nothing will be paid extra for the same.

18. Dispute Resolution

Any disputes or differences whatsoever arising out of the contract shall be mutually discussed and settled by the parties. All disputes or differences whatsoever arising between the parties to this contract which cannot be settled by mutual discussion or shall be settled under the court of law.

The courts at Kerala shall have jurisdiction to entertain and adjudicate any disputes.

19. Measurement & Payment terms

The method of measurement of completed work shall be as per the following terms in accordance with the relevant IS codes for a method of measurement. No extra rate will be entertained if any works/office expenses are incurred due to unexpected condition while executing the work.

20. Payment terms:

Payment for the scope of work will be released in following stages:

Sl. No.	Stage of Work	Percentage of Total fees payable
1.	Submission of Energy audit certificate and receipt of same in uploading GRIHA website	50 %
2.	Obtaining GRIHA certification	50 %

21. Scope of work:

- Carryout the Energy Audit in the Super Specialty Hospital at Govt. Rajaji Hospital Madurai, Tamil Nadu under PMSSY scheme-II
- The submission of Energy audit certificate should be as per the requirement of GRIHA Council.
- Co-Ordination with existing GRIHA Consultant (M/s SGS India Pvt Ltd) to upload the Energy Audit certificate in the GRIHA web site.
- Assist the existing GRIHA Consultant to resolve the clarification / requirements raised by GRIHA Council related to Energy Audit.

22. Terms & Condition

- Applicable taxes will be paid extra.
- Site visit, transport charges and accommodations shall be included in the scope of works / quoted rates.
- Statutory fee if any will be paid extra based on the submission of the original receipt.

Annexure –I

PRICE BID

Sub: Engaging Energy Audit Consultant as per GRIHA requirements at Super Specialty Block, Govt. Rajaji Hospital, Madurai under PMSSY Phase-II

NIQ no. HLL/IDS/EA-MADURAI/23-24/06 Dated 31.10.2023

BILL OF QUANTITY

Sl. No	Description	Units	Qty.	Amount
1	Carrying out the Energy Audit and submission of Energy audit certificate as per the requirement of GRIHA Council for Super Specialty Hospital at Govt. Rajaji Hospital Madurai, Tamil Nadu under PMSSY scheme-II	Job	1	
	Total Amount Excl. GST (In figures)			
	Total Amount Excl. GST (in words)			

Note:

GST will be paid extra at actuals.

For..... (name of Contractor)

Details of authorized signatory with sign & seal

Note:

- (i) **Price bid to be submitted on letter head of the organization, signed and sealed by the authorized representative of the organization.**

B

id Security Declaration Form
(TO BE SUBMITTED ON LETTER HEAD)

Annexure II

Whereas, I/we(name of agency) have submitted bids for (name of work).

I/we hereby submit following declaration in lieu of submitting Earnest Money Deposit.

(1) If after the opening of bid, I/we withdraw or modify my/our bid during the period of validity of tender (including extended validity of tender) specified in the tender documents,
Or

(2)If, after acceptance of bid, I/we fail to sign the contract, or to submit performance guarantee before the deadline defined in the tender documents,

I/we shall be suspended from bidding, making me/us ineligible to bid for HLL tenders all over India for a period of one year from date of issue of suspension order stating so and issued by HLL.

Signature of the Bidder
Name of bidder with complete address & e-mail ID

(Note: the declaration shall be submitted by the bidders in letter head duly signed & sealed by the authorized signatory bidder)