

एचएलएल लाइफकेयर लिमिटेड, कणगला – 591225 HLL LIFECARE LIMITED KANAGALA – 591225
(भारत सरकार का उद्यम) (A GOVT. OF INDIA ENTERPRISE)
तहसील – हुक्केरी, जिला बेलगांवी TQ: HUKKERI, DIST: BELAGAVI
08333-279244, 279682
EMAIL: saleskfb@lifecarehll.com/salesnfk2@gmail.com
Web: www.lifecarehll.com

TENDER NO. HLL/BGM/SSD/TFT/ODISHA/2025-26, DTD: 05.12.2025

निविदा सूचना TENDER NOTIFICATION

विषय Sub: Contracting of Transportation of Sanitary Napkin from HLL, Kanagala to various destinations in Odisha State.

तकनीकी वाणिज्यिक बोली TECHNO COMMERCIAL BID

Last Date and Time for submission of Bids (Technical + Price) along with Bid Security	15.12.2025 at 15:00 hrs.
Date and Time for Opening of Technical Bid	15.12.2025 at 15:30 hrs.
Date and Time for Opening of Price Bid	Will be intimated later

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HLL Lifecare Limited (Formerly Hindustan Latex Ltd), India's leading Manufacturers and Marketers of Contraceptive, Health Care and Pharma Products is a Mini Ratna Company.

HLL Lifecare Limited (HLL), a PSU under the Ministry of Health & Family Welfare, Govt. of India invites Sealed & Super scribed Tenders under Two Bid System (Technical & Price Bid) in the prescribed forms enclosed from experienced & reputed Transport Companies / Fleet Operators having Offices / Other facilities at all the centers, for a period of **ONE YEAR** after placing the work order for transportation of Sanitary Napkin **from production facilities at HLL Lifecare Ltd., Kanagala (Belagavi Dist.)** through Cargo to various destinations of Odisha State on door delivery basis.

Scope of work and Terms & Conditions etc., are detailed in Tender Documents and the same can be had from our Office on any working day between 11:00 AM to 3:00 PM by paying INR 590/- only by Cash / DD (inclusive of GST) drawn in favor of HLL LIFECARE LTD, payable at State Bank of India, NIPANI – 591 237. Further, Tender Documents can also be downloaded from our website: www.lifecarehll.com or CPP Portal. However, Cost of Tender Documents i.e. INR 590/- only in the form of DD / UTR, details in case of online payment (RTGS / NEFT) shall be enclosed along with Technical Bid.

Quoted rates shall be **type written** and there shall not be any corrections / overwriting in the Price Bid, if so the same are to be duly attested. Soft copy of rates submitted shall be furnished to us immediately after opening of Price Bids.

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The tender forms are to be duly filled, signed and returned, in a sealed cover superscribed with Tender No. **HLL/BGM/SSD/TFT/ODISHA/2025-26 DTD: 05.12.2025**, due date and date of opening, addressed to Dy. General Manager (Sales & Stores), HLL Lifecare Limited, Kanagala - 591 225, Dist.: Belagavi.

The last date and time for submission of bid : 15.12.2025 at 03:00 PM

The opening of technical bid : 15.12.2025 at 03:30 PM

The last date & time of receipt of Complete tender is 15.12.2025 at 03:00 PM along with EMD amount of INR **50,000/-** through DD/NEFT/RTGS. The DD in favour of HLL Lifecare Ltd., payable at SBI, Nipani. On line transfer shall be to our SBI, Nipani **Account No. 11130285123 (IFSC Code is -SBIN0000888)**. HLL Lifecare Ltd., HLL will not be responsible for any delay.

TRANSPORTERS SHALL QUOTE THEIR RATES FOR THE LOCATIONS MENTIONED THEREIN PRICE BID AND DELIVERY MAY BE AT ANY PLACE/S IN PARTICULAR LOCATIONS AS PER OUR REQUIREMENT.

INCOMPLETE TENDER IS LIKELY TO BE SUMMARILY REJECTED WITHOUT ANY FURTHER CORRESPONDENCE.

उप महा प्रबंधक (बिक्री एवं भंडार)
Dy. General Manager (Sales & Stores)

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CONTENTS OF BIDDING DOCUMENTS

TECHNICAL BID

SN	SCHEDULES	DESCRIPTION	PAGE NO.
1.	SCHEDULE – A	Questionnaire for Minimum Eligibility Criteria	07
2.	SCHEDULE – B	General Terms and Conditions	08 to 10
3.	SCHEDULE – C	Specific Terms and Conditions	11 to 15
4.	SCHEDULE – D	Tender Acceptance Form & Declaration	16

PRICE BID

SN	SCHEDULES	DESCRIPTION	PAGE NO.
1.	SCHEDULE – E	PRICE BID FORMS	01

NOTE: Technical Bid & Price Bid forms shall be submitted in Separate Cover

BID SUBMISSION PROCEDURE:

The bidding is two bid systems i.e. Technical Bid & Price Bid and shall be submitted in sealed covers separately. Technical Bid & Price Bid shall be super scribed on the respective covers in order to clearly identify between the two Bids. The two separately marked Bids enclosed in single sealed cover with Tender No. complete in all respect addressed to Dy. General Manager (Sales & Stores), HLL Lifecare Ltd., Kanagala - 591 225, Dist. Belagavi, Karnataka State shall reach us on or before the due date and time mentioned in the Tender Notification. The Technical Bid and Price Bid that are not submitted in two separate sealed & super scribed covers are liable for rejection.

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CONTENTS OF THE BIDDING DOCUMENTS:

1. Technical Bid:

- a) SCHEDULE – A: Questionnaire for minimum ELIGIBILITY CRITERIA duly filled, signed & sealed. Details shall be enclosed as required by us.
- b) SCHEDULE – B: General Terms & Conditions duly filled, signed & sealed.
- c) SCHEDULE – C: Specific Terms & Conditions duly filled, signed & sealed.
- d) SCHEDULE – D: Tender Acceptance Form & Declaration duly filled, signed & sealed.

2. Price Bid:

- a) SCHEDULE - E: Price Bid duly filled, signed & sealed.

Note: Quoted rates shall be **type written** and there shall not be any corrections / overwriting in the Price Bid, if so the same are to be duly attested. Soft copy of rates submitted shall be furnished to us immediately after opening of Price Bids.

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MINIMUM ELIGIBILITY CRITERIA FOR QUALIFYING IN THE TECHNICAL BID

1. The Bidder (Transporter) shall have Own Minimum 05 Number of Trucks or have at least 05 Attached Trucks with National Permit. Further they shall be capable of mobilizing additional Trucks as & when required.
2. The successful Tenderer shall deposit Security Deposit of INR **100,000/-** 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 (if applicable) of successful Bidders will be converted to Security Deposit and the Bidders are required to furnish the balance amount, if applicable.
3. The Transporter shall have a full-fledged Office with Telephone, e-mail facilities in nearby station at Kanagala (i.e., Nipani, Sankeshwar, Gadhinglaj, Gokak, Belagavi, Kolhapur, Kittur, Hubli-Dharwad, Sangali, Ichalkaranji)
4. EMD amount of INR **50,000/-** through DD/NEFT/RTGS. DD in favour of HLL Lifecare Ltd., payable at SBI, Nipani. On line transfer shall be to our SBI, Nipani **Account No. 11130285123 (IFSC Code is -SBIN0000888)**. HLL Lifecare Ltd., HLL will not be responsible for any delay. EMD shall be enclosed along with Technical Bid.
5. The Transporter shall have Turnover of Minimum of **INR 05.00** Lakhs during preceding 3 Year.
6. The Transporter shall have ISO Certificate or any other Accreditation.
7. The Certificate issued by Chartered Accountant / Balance Sheet / P & L Report in support of proof of Turnover for the last 3 Years shall be enclosed.

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Dy. General Manager (Sales & stores)

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SCHEDULE – A

तकनीकी बोली TECHNICAL BID

QUESTIONNAIRE FOR MINIMUM ELIGIBILITY CRITERIA

1 (a)	Do you have required Number of Own or Attached Trucks with All India Permit?	Yes / No
(b)	If yes, have you enclosed the details of the Trucks as required i.e., Copies of the RC Book, Permit & other documents.	Yes / No
2.	Do you agree to provide Security Deposit of INR 1,00,000/- 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 Two 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, Kittur, Hubli-Dharwad, Sangali, Ichalkaranji, Gadhinglaj)?	Yes / No
5.	Have you enclosed duly filled signed & sealed SCHEDULES – A to D & E along with Technical Bid?	Yes / No
6.	Have you enclosed a copy of PAN Card? Have you enclosed EMD?	Yes / No
7.	Are you registered under GST Act? If yes please enclose copy of GST Registration Certificate.	Yes / No
8.	Have you enclosed Certificate issued by Chartered Accountant / P & L Report /Balance Sheet in support of Turnover for the last 3 Years?	Yes / No
9.	Have you obtained ISO Certificate or any other Accreditation? If yes, enclose copy of ISO Certificate or other Accreditation if any.	Yes / No

All the information provided here in are true & correct.

निविदाकर्ता के हस्ताक्षर मुहर के साथ
Signature of Tenderer with Seal

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SCHEDULE – B

GENERAL TERMS AND CONDITIONS

1. This is a **TWO BID SYSTEM** comprising of:
A) Technical Bid B) Price Bid
2. Technical Bid & Price Bid shall be submitted in sealed covers **separately**. Tender No. of the Technical Bid and Price Bid shall be super scribed on the respective covers in order to clearly identify between both the Bids. The two separately marked Bids enclosed in a single sealed cover, complete in all respect, addressed to the **Dy. General Manager (Sales & Stores)**, HLL Lifecare Ltd., Kanagala- 591225, Dist.: Belagavi, shall reach us on or before the due date and time mentioned in the Tender Notification.
3. Technical Bids and Price Bids that are not submitted in two separate sealed & super scribed covers are liable for rejection. HLL Lifecare shall not be responsible for postal delay if any, in the delivery of the bidding document or non-receipt of the same.
4. In the event of the date/s mentioned above being declared subsequently as holiday/s for HLL Lifecare Ltd., Kanagala, the due date for meeting, submission and opening of Bids will be the next working day at the same venue and time.
5. Bids received after the due date for the submission will not be considered.
6. Un-sealed Bids received are liable to be rejected and this will be at the sole risk of Tenderer. Bids shall be completed in all respects & incomplete Bids are liable to be rejected.
7. The Bidder is expected to study all Instructions, Forms and Terms & Conditions given in the Tender Documents.

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8. Validity of Technical Bid for the Tenderers who qualify will be for a period of **One** Year & extension of the same shall be at the sole discretion of HLL Lifecare Ltd.
9. The Price Bid/s of those Tenderers who qualify in the Technical Bid only will be opened. The Price Bid/s of Tenderers who do not qualify will be returned unopened.
10. The Quoted Rates shall be inclusive of all i.e., collection of material, collection of CRC/POD, Loading & Unloading, Transportation, Door Delivery, Statistical Charges, Road Tax, Toll and other Statutory Taxes, Halting Charges etc., & **exclusive of GST.**
11. **There will not be any post Tender Negotiation except with L1 i.e. First Lowest Quoted Transporter.**
12. Delivery Period is **ESSENCE of the Contract.**
13. In the event of placing orders as per requirement based on orders received from Government or any other agencies:
 - a) The successful Tenderer shall deposit Security Deposit of INR 100,000/- within two weeks of award of Work Order by DD/BG in favour of HLL Lifecare Ltd., payable at SBI, Nipani. Validity of Security Deposit shall be for the period of Contract plus Three Months.
 - b) Penalty Clause is applicable for the delayed delivery as well as delay in providing vehicle.
14. The Jurisdiction of any disputes, suits and proceedings arising out of this Tender shall be only in the Courts of Hukkeri Taluka, Belagavi Dist.
15. Quoted rate shall be type written and there shall not be any corrections/overwriting in the Price Bid, if so the same are to be duly attested.
16. HLL Lifecare Limited 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.

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17. Suppression of facts will disqualify the Tenderer.
18. The Transporter shall furnish us LR No. / Nos. for their allotted destinations as per our requirement. The L1 Transporter shall 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 and risk.
19. Payment Terms: Our intention is to make payments by RTGS within 30 - 45 days of receipts of Original Invoices with duly acknowledged LR's.
20. HLL Lifecare Ltd., reserves 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 Terms & 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 – C

SPECIFIC TERMS AND CONDITIONS

- 1) Intimation for vehicles deployment will be given in advance via email/request note/phone calls. Transporter shall deploy required vehicles in time i.e., before **11:30 hrs.** for that particular day, vehicles reported after **11:30 hrs** will not be loaded. Failure to place the required no. of trucks within the free time will attract penalty as follows:
 - a) First 24 hrs. from issue of schedule – **Nil**
 - b) 24 hrs. to 48 hrs. – **1.5% of freight** charges per day.
 - c) 48 hrs. to 72 hrs. – **3.0% of freight** charges per day.
 - d) 72 hrs. and above – **5.0% of freight** charges per day.

If the transporter fails to provide the vehicles within the time given, company reserves the right to engage vehicles from other source at the cost and risk of transporter.
- 2) Cost of damaged consignment / shortage, if any, on the account of transporter.
- 3) HLL Lifecare Limited reserves the right to engage vehicles from other sources also if the Tenderer/Contracting Carriers fail to make available the same in schedule time of intimation and the additional cost if any will be recovered from the transporter to whom work order is awarded.
- 4) Transporter shall provide vehicles, in good and road-worthy condition as and when required, for a period of one year.
- 5) **The transporter shall quote their rates for 9 MT FTL Vehicles (245 Boxes) per box bases inclusive of collection, loading, transportation, door delivery, unloading, statistical, docket charges etc., exclusive of GST. The GST will be paid by us under RCM.**

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Each box comprises of 160 packs of Sanitary Napkin i.e. each pack contains 6 pads and total pad in the box is 960. The configuration is 6 X 160 = 960 Sanitary Napkin Pads / Box. The final negotiated rate will be applicable for the change in configuration, if any, proportionately.

- 6) **Most of our products are exempted from the taxes.**
- 7) The materials lifted from our factory at Kanagala, shall be delivered to the consignees within the stipulated time decided upon by the Company and the **DELIVERY PERIOD IS THE ESSENCE OF THE CONTRACT.**
- 8) Penalty of **1%** of freight shall be imposed per day per truckload for late delivery beyond the number of days given in the Work Order.
- 9) 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.
- 10) At the time of delivery of the consignment proper acknowledgement of having received the consignment by the consignees on the **LORRY RECEIPT (LR)** and provisional receipt given by us shall be obtained i.e., Qty. received, sign and seal and date of delivery shall be obtained in the absence of which freight charges will not be released. In some cases, acknowledgements on separate document is also requested which is to be obtained while giving delivery.
- 11) Transporter shall submit freight bills and lorry receipt (acknowledgement) in duplicate and provisional receipt, CRC/SEC given by the consignee for releasing freight charges.
- 12) Transit insurance will be arranged by HLL Lifecare Ltd. subject to excess clause of INR 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.

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- 13) The standard claim or loss to the materials transited by transporter is to be reported or registered to the insurance Company at their nearby branch office or HLL, Kanagala immediately from the date of reaching lorry at the destination.
- 14) The successful tenderer/contracting carrier shall deposit a security deposit of INR **100,000/-** with HLL Lifecare Ltd., and execute necessary agreement on Stamp Paper.
- 15) The Company reserves the right to terminate the contract before the completion of the period of contract without assigning any reason.
- 16) No extra charges will be paid on account of any reasons other than the agreed freight charges.
- 17) The delivery period is exclusive of the date of loading at the premises/godown and unloading at the destinations respectively.
- 18) Transporter has to ensure acknowledgement by the consignee on LR with seal and signature and quantity. Also standard Proof of Delivery (POD) forms are also acknowledged and submit to us. No duplicate / Xerox copy of the LR will be accepted for releasing payment.
- 19) 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 shall be ready for the same and no additional charges shall be payable for this.
- 20) Please ensure that material is unloaded as per the space available in the consignee's godown, utilizing whichever floor space is available, (e.g., Ground floor, First floor, Second floor, Third floor etc.) the transporter shall be ready for the same and no additional charges shall be payable for unloading the material.
- 21) Please visit our website www.lifecarehll.com for SHEMS/OHSAS policy.
- 22) 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.

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23)Transporter shall have certificate of registration to do the business as per Section 3 of Road Act 2007.

24)The Bidder shall need to enclose an updated list of their branches.

25)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 found 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 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 and immovable properties and shall be released only after realization of the amount from the Insurance Company.**

Accepted the above Terms & Conditions.

Date:

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

एचएलएल लाइफकेयर लिमिटेड, कणगला – 591225 HLL LIFECARE LIMITED KANAGALA – 591225
(भारत सरकार का उद्यम) (A GOVT. OF INDIA ENTERPRISE)
तहसील – हुक्केरी, जिला बेलगांवी TQ: HUKKERI, DIST: BELAGAVI
08333-279244, 279682
EMAIL: saleskfb@lifecarehll.com/salesnfk2@gmail.com
Web: www.lifecarehll.com

TENDER NO. HLL/BGM/SSD/TFT/ODISHA/2025-26, DTD: 05.12.2025

SPECIFICATION OF BOX

SN	Scheme	Height	Width	Length	Approx. Weight (kg.)
1.	SANITARY NAPKIN BELTLESS	380 MM	440 MM	740 MM	11.00

Note: Size and weight is approximate and it will vary based on the change in packing configuration. However, the negotiated final rate will be considered propositionally for other configuration.

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SCHEDULE – D

Tender Acceptance Form & Declaration

I/We confirm having read and understood all the transportation requirements, terms and conditions of the tender – Tender No. **HLL/BGM/SSD/TFT/ODISHA/2025-26, DTD: 05.12.2025** 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: