

**HLL LIFECARE LIMITED**  
**(A GOVT. OF INDIA ENTERPRISE)**  
Plot No-16 A/1 , Cochin Special Economic Zone  
KAKKANAD P.O.

**Cochi-682037**

**PHONE NO:0484 2413999**

**EMAIL: [saleskfc@lifecarehll.com](mailto:saleskfc@lifecarehll.com) WEB: [www.liecarehll.com](http://www.liecarehll.com)**

**TENDER NO. HLL/KFC/SALES/SCRAP-SALES /42/2024-25**

**Dated: 27.05.2024**

**TENDER FOR THE DISPOSAL OF  
MISCELLANEOUS SCRAP MATERIALS**

**HLL/KFC/SALES/SCRAP-SALES /42/2024-25**

**INVITATION FOR BID**



**HLL LIFECARE LIMITED**  
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**TENDER NOTICE**

Sealed, super-scribed and competitive tenders are invited for finalizing annual rate contract for the disposal of miscellaneous scrap materials, as indicated below, at our Kakkanad-CSEZ Unit on payment and carry basis for a period of ONE YEAR . Details/Documents can be obtained from the office of **Senior Manager (Sales),HLL Life care Ltd, Kakkanad**

<b>SI NO</b>	<b>ITEM DESCRIPTION</b>	<b>Estimate Qty for One year</b>	<b>Tender Fee Rs.</b>	<b>EMD Rs.</b>
<b>MATERIAL LIST No.1</b>				
1	Waste corrugated boxes	10000 Kg	<b>590.00</b> (inclusive of GST)	<b>2000</b>
2	Shredded Wallet/ dispenser cartons /waste paper core/ paper waste	5000 Kg		

**The last date & time of receipt of bid : 07.06.2024 02.00 pm**

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**TENDER NO. HLL/KFC/SALES/SCRAP-SALES /42/2024-25**

**Dated: 27.05.2024**

**Date of opening of bid : 07.06.2024 03.00 pm**

**Senior Manager (Sales)**  
**PH : +91 484 2413999**  
**Email: [saleskfc@lifecarehll.com](mailto:saleskfc@lifecarehll.com)**

**TERMS & CONDITIONS**

- 1) Rate offered should be the basic rate. The rates should be quoted in **Annexure -A** attached. The party has to quote the rate for all the items and rate for all the items would be considered as a whole only for the comparison, won't compare for individual items. The party should have the following valid documents and the same to be enclosed along with the bid.
  - 1.1 PAN
  - 1.2 GST registrations
  - 1.3 Import-Export Code
  - 1.4 Bank Account in any Nationalized (or) scheduled bank
- 2) The declaration enclosed in **Schedule A** to be filled by the parties and attach along with the bid.
- 3) The quantity mentioned is estimated for ONE YEAR period, the actual quantity may vary later depends on the production situation. If so, the tender conditions would be remaining same.
- 4) Once some sizable quantity reaches (Aprx.750-1000 Kg) HLL will intimate the party to make the payment upon invoice generated from HLL. The value of the actual scrap along with applicable rate of GST, Customs Duty and other applicable charges must be paid in advance by way of RTGS/NEFT/DD, drawn in favour of HLL Lifecare Ltd., Kakkanad in prior to the clearance of the scrap materials.

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To know about the Customs duty & other CSEZ related charges , the parties may visit [www.csez.com](http://www.csez.com) or contact HLL sales dept.

- 5) HLL has the right to reject any Tender without assigning any reason.
- 6) The Scrapped Items/Equipment/Machines are offered in ‘As is where condition is’ and can be inspected during office hours on any working day. It is the responsibility of the buyer to inspect the items and take delivery of the items. The company will not entertain any complaints on the quality, quantity, etc after the materials were taken delivery by the buyer.
- 7) The Contractor/bidder should arrange for the removal of the scraps within 3 days after the intimation from the concerned person of HLL. This may be strictly adhered by the party. If not willing to remove the scrap within 7 days from the date of written intimation from Sales Department/Security gate/Stores, the party has to pay an additional 10% of total scrap value as penalty.
- 8) The bidders are required to submit along with an **EMD & Tender Fee** by way of demand draft, drawn in favor of HLL Lifecare Ltd., payable at Kakkanad. (OR) by RTGS/NEFT to HLL. This amount does not carry any interest. The **EMD amount of successful Bidder** will be retained till the contract period is over. The EMD amount of the other Bidders will be returned after finalizing the Tender. The completed Tenders, addressed to the **Senior Manager (Sales), HLL Lifecare Ltd.**, Plot No- 16 A/1, Cochin Special Economic Zone, Kakkanad, Cochin-682037 , along with required EMD & Tender Fee must reach the addressee on or before **07.06.2024(before 2.00 PM)**. The tender envelope to be ‘super scribed AS ‘**Tender FOR THE MISCELLANEOUS SCRAP- CARTON )** .The Tenders so received would be opened at **03.00 PM on same day**. The late and incomplete Tenders and the Tenders without EMD & Tender Fee will be rejected out rightly. In case, the date mentioned above is declared as holiday for the Company’s office, the due date for the submission and opening of tender will be the next office working day at the same venue and time.
- 9) MSE bidders can avail applicable exemption by submitting valid Udyog Aadhar / Udyam certificate. MSE bidders have to sign a bid security declaration (Annexure B)
- 10) The successful bidder has to furnish a security not less than 5 % of the total contract value of those item for the ONE YEAR period. EMD can be converted to Security amount for the successful bidder to security amount and balance payment only need to be made.
- 11) The vehicle for loading the scrap materials should report to HLL Gate by 10.00 AM during company working days. The contractor/bidder at his cost shall arrange the weighing and

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loading of the scrap materials. The vehicle laden with scrap materials will be checked out through HLL main gate only on the basis of gate pass, issued by the Sales Department. The scrap materials once sold would not be taken back at any cost. Removal of the Scrap can be done only during the office hours (10.00 AM to 300 PM) on HLL KFC working days.

- 12) Any accident or loss of life while loading the materials would be solely the responsibility of the bidder/contractor. Company would be in no way entertain any claim in this regard. While taking materials from HLL, the party shall follow company safety (SHE) policy , visit [www.lifecarehll.com](http://www.lifecarehll.com) to understand about the same.
- 13) The contractor/bidder should ensure that no damage or loss is caused to the company property while clearing the scrap materials and the contractor is liable to make good such damage/loss immediately, if any, as per the decision of HLL. The contractor/bidder shall ensure that the persons engaged by them for handling the scrap materials at the factory are not indulging in any malpractice, pilferage, etc.
- 14) Tender Documents, containing terms and conditions etc, can be had from our Office on any working day between 10.00 AM to 2 PM from upto **07.06.2024** by paying a Tender fee of **Rs.590.00** (Inclusive of GST) by Cash/DD, drawn in favour of HLL Lifecare Ltd., payable at Kakkanad or can be downloaded from our website <http://www.lifecarehll.com/tender> in which case a **DD/RTGS/NEFT for Rs.590.00** .
- 15) Period of contract will be for **“ONE YEAR”** from the date of issuance of the Sale Order.
- 16) All disputes or differences whatsoever arising between the contractor/bidder and HLL shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian council of Arbitration and the awards made in pursuance there of shall be binding on both parties. All arbitration proceedings shall come under Ernakulum Jurisdiction.
- 17) Non-compliance of any of the terms and conditions would tantamount to automatic termination of the contract, forfeiting EMD.
- 18) The scrap materials can be inspected during office hours on any working day. HLL will have the discretion to divert any quantity of available scraps for its own use or for the use of other genuine consumer/trader, if the situation so warrants.
- 19) In case the party is not removing the scrap as per the instruction from the Sales Department, the Security Deposit amount will be forfeited & additional expenses incurred for alternative arrangements for removing the scrap will also have to be paid by the party as penalty.

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- 20) The bidders/contractors are required to sign on all pages of the tender document. The **incomplete tenders** will be rejected.
- 21) Company's Account details given below.

**HLL LIFECARE LIMITED**

Bank A/c details:

Name of Bank: State Bank of India

A/c number : 10295187178

IFSC Code : SBIN0009485

Branch name: COCHIN SPECIAL ECONOMIC ZONE , Kakkanad

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**SCHEDULE A**

**DECLARATION BY THE TENDERER**

I/We fully understood the Terms and Conditions of the tender, which are being returned herewith duly signed by me/us of having accepted the same to and I/We have made my/our offer keeping in view of those terms and conditions.

NAME OF TENDERER.....

ADDRESS OF TENDERER .....

.....PH.NO.....

Are you a **MSE Bidder**:      **YES / NO.**      (If yes, attach copy of Udyog Aadhar / Udyam)

- a) **If yes**, Please mention your social category – SC / ST / OBC
- b) **If yes**, whether you are a women entrepreneur - YES / NO

GST ID: ..... PAN NO: .....

IE (Import Export) Code : .....

BANK ACCOUNT NO.OF TENDERER .....

TYPE OF ACCOUNT: .....

NAME OF THE BANK .....

ADDRESS OF THE BANK .....

.....

**NAME AND SIGNATURE OF THE TENDERER**  
**(WITH OFFICE SEAL)**

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**ANNEXURE - A**

**PRICE BID FORM**

SL NO	ITEM DESCRIPTION	QTY	UOM	Basic Unit Rate	Total Amount Rs
1	Waste corrugated boxes	10000	Kg		
2	Shredded Wallet/ dispenser cartons /waste paper core/ paper waste	5000	Kg		

Rate offered should be the basic rate. The rates should be quoted on per Kg. Taxes, duties ,TCS (or) any other charges mandatory by CSEZ are payable by the Contractor as applicable at the time of taking delivery.

**NAME AND SIGNATURE OF THE TENDERER**

**(WITH OFFICE SEAL)**

**Place:**

**Date:**



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**ANNEXURE - B**

**Bid Security Declaration Form**

Date: \_\_\_\_\_ Tender No. \_\_\_\_\_

To (insert complete name and address of the bidder)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

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b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing he Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder) Dated on \_\_\_\_\_ day of \_\_\_\_\_(insert date of signing)

Corporate Seal (where appropriate)