## **E-TENDER DOCUMENT**

#### **FOR**

# INDEPENDENT EVALUATION OF AMRIT PHARMACIES OF HLL LIFECARE LIMITED

Tender No: HLL/CHO/RBD/AMRIT-EVALUATION/2021-22/01 DATED 28.07.2021

**E** - Tendering



# STRATEGIC PLANNING HLL Lifecare Limited

(A Government of India Enterprise)
Corporate Head Office, Poojappura.P.O.,
Thiruvananthapuram – 695012, Kerala, India
Phone:0471- 2354949
e-mail id: sp@lifecarehll.com

CIN: U25193KL1966GOI002621





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#### **HLL LIFECARE LIMITED**

(A Government of India Enterprise)
Strategic Planning
Corporate Head Office, Poojappura.P.O.,
Thiruvananthapuram – 695012, Kerala, India
Ph: 0471- 2354949

CIN: U25193KL1966GOI002621

#### **NOTICE INVITING TENDER (NIT)**

NIT No:HLL/CHO/RBD/AMRIT-EVALUATION/2021-22/01 DATED 28.07.2021

HLL Lifecare Limited (HLL), a Government of India Enterprise, invites online bids from eligible, competent and experienced parties who are capable of executing the following item/work meeting the requirements as per our tender.

SI No	Particulars	Description
1	Name of Item/Work	Independent evaluation of AMRIT Pharmacies of HLL Lifecare Limited
2	Location of Delivery/Work	AMRIT Pharmacies across different States.
3	Brief description of Item/Work	Independent Evaluation of AMRIT Pharmacies across various States of the Country.
4	Period of completion	Final report of The Independent evaluation of AMRIT Pharmacies to be submitted within 45 days from the date of issue of Contract / work order / Letter of Indent (LoI)
5	Price Validity	180 days from the date of opening of Price bid
6	Eligibility criteria for Bidders	As per Tender document
7	Pre – bid Conference Meeting with prospective bidders	Through Google meet and the web link of the meet will be provided on <b>HLL WEBSITE</b> 24 Hrs prior to the meeting. <a href="http://www.lifecarehll.com/tender">http://www.lifecarehll.com/tender</a> .  (Scheduled Date and Time – "02-08-2021" at 15:00 hrs)
8	Last date and time for online submission ofbids	07-08-2021 at 14:00 hrs.
9	Date and time of opening of e- tender	09-08-2021 at 14:00 hrs.
10	Address for Communication at HLL regarding the tender	Vice President (IBD & SP) Strategic Planning, HLL Lifecare Limited, Corporate & Regd.Office HLL Bhavan,Poojappura, Thiruvananthapuram-695012





#### **GENERAL INSTRUCTIONS TO BIDDERS**

- 1. This tender is an e-Tender and is being published online in Government eProcurement portal, <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>
- 2. Bid documents including the Price Bid / Bill of Quantities (BoQ) can be downloaded free of cost from the Central Public Procurement Portal of Government of India (e-portal). All Corrigendum/extension regarding this e-tender shall be uploaded on this website i.e. <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>.
- 3. The tender and its corrigendum/extension will also be published in our company website, URL address: <a href="http://www.lifecarehll.com/tender">http://www.lifecarehll.com/tender</a>.
- 4. The tendering process is done online only at Government eProcurement portal (URL address: https://etenders.gov.in/eprocure/app). Aspiring bidders may download and go through the tenderdocument.
- 5. All bid documents are to be submitted online only and in the designated cover(s)/envelope(s) on the Government eProcurement website. Tenders/bids shall be accepted only through online mode on the Government eProcurement website and no manual submission of the same shall be entertained. Late tenders will not beaccepted.
- 6. The complete bidding process is online. Bidders should be in possession of valid Digital Signature Certificate (DSC) of class II or above for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above. If the envelope is not digitally signed & encrypted, the Purchaser shall not accept such open Bids for evaluation purpose and shall be treated as non-responsive and shall berejected.
- 7. Bidders are advised to go through "Bidder Manual Kit", "System Settings" & "FAQ" links available on the login page of the e-Tender portal for guidelines, procedures & system requirements. In case of any technical difficulty, Bidders may contact the help desk numbers& email ids mentioned at the e-tenderportal.
- 8. Bidders are advised to visit CPPP website <a href="https://etenders.gov.in/regularly">https://etenders.gov.in/regularly</a> to keep themselves updated, for any changes/modifications/any corrigendum in the Tender Enquiry Document.
- 9. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the Government eProcurementPortal.
  - 9.1 Registration
  - a) Bidders are required to register in the Government e-procurement portal, obtain 'Login ID' & 'Password' and go through the instructions available in the Home page after log in to the CPP Portal (URL: <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>), by clicking on the link "Online bidder Enrolment" on the CPP Portal which is free ofcharge.
  - b) As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for theiraccounts.
  - c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPPPortal.

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- d) They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days' time. The bidders are required to have Class II or above digital certificate or above with both signing and encryption from the authorized digital signature Issuance Company. Please refer online portal i.e. https://etenders.gov.in/eprocure/app for moredetails.
- e) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or above Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify /nCode / eMudhra etc.), with their profile.
- f) Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC /e-Token.
- g) The Bidder intending to participate in the bid is required to register in the e-tenders portal using his/her Login ID and attach his/her valid Digital Signature Certificate (DSC) to his/her unique Login ID. He/She have to submit the relevant information as asked for about the firm/contractor. The bidders, who submit their bids for this tender after digitally signing using their Digital Signature Certificate (DSC), accept that they have clearly understood and agreed the terms and conditions including all the Forms/Annexure of this tender.
- h) Only those bidders having a valid and active registration, on the date of bid submission, shall submit bids online on the e-procurementportal.
- Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- j) Ineligible bidder or bidders who do not possess valid & active registration, on the date of bid submission, are strictly advised to refrain themselves from participating in thistender.

#### **9.2 Searching for TenderDocuments**

- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Form of Contract, Location, Date, Value etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such asOrganization
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS/ email in case there is any corrigendum issued to the tenderdocument.
- c) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from theHelpdesk

#### 9.3 Preparation of Bid

a) Bidder should take into account any corrigendum published on the tender document before submitting theirbids.





- b) Please go through the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of thebid.
- c) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR /DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanneddocument.
- d) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submissionprocess.
- e) Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of TechnicalBid.
- 10. More information useful for submitting online bids on the CPP Portal may be obtained at <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>
- 11. Tenderer are required to upload the digitally signed file of scanned documents. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. Uploading application in location other than specified above shall not be considered. Hard copy of application shall not beentertained.
- 12. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The 24x7 Help Desk details are as below:-

For any technical related queries please call at 24 x 7 Help Desk Number: 0120-4001 062, 0120-4001 002, 0120-4001 005, 0120-6277 787

E-Mail Support: For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority

Technical - <a href="mailto:support-eproc@nic.in">support-eproc@nic.in</a>, Policy Related - <a href="mailto:cppp-doe@nic.in">cppp-doe@nic.in</a>

- 13. Bidders are requested to kindly mention the URL of the portal and Tender ID in the subject while emailing any issue along with the contactdetails.
- 14. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. Address for communication and place of opening ofbids:





Vice President (IBD & SP), Strategic Planning HLL Lifecare Ltd., HLL Bhavan, Poojappura, Thiruvananthapuram - 695012, Kerala, India Tel: +91 4712354949

Tel: +91 4712354949 Email - sp@lifecarehll.com

- 15. The bids shall be opened online at the **Office of the Vice President (IBD & SP)**in the presence of the Bidders/their authorized representatives who wish to attend at the above address. If the tender opening date happens to be on a holiday or non-working day due to any other valid reason, the tender opening process will be done on the next working day at same time andplace.
- 16. More details can be had from the **Office of the Vice President (IBD & SP)** during working hours. The Tender Inviting Authority shall not be responsible for any failure, malfunction or breakdown of the electronic system while downloading or uploading the documents by the Bidder during the e-procurementprocess.
- 17. A firm/bidder shall submit only one bid in the same bidding process. A Bidder (either as a firm or as an individual or as a partner of a firm) who submits or participates in more than one bid will cause all the proposals in which the Bidder has participated to bedisqualified.

#### 18. Online TenderProcess:

The tender process shall consist of the following stages:

- i. Downloading of tender document: Tender document will be available for free download on Government e-procurement portal (URL: <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>).
- ii. **Pre-bid meeting:**All Prospective bidders (maximum two representative of a firm bearing ID proof issued by their firm) may attend the Pre-bid conference meeting. The venue, date and time indicated below as mentioned in NIT

The number of representative(s) per firm will be restricted to a maximum of 02 (two) as mentioned in the NIT (at point No. 7 of the bidding document) for joining this pre-bid meeting. Such bidders are requested to send the details (i.e., Name of the Company, Name & designation of the representative(s), Contact Number, E-mail IDs etc.) at <a href="mailto:sp@lifecarehll.com">sp@lifecarehll.com</a> before 12:00 noon (IST) of 02-08-2021 for accepting those participants during the meeting.

- iii. Publishing of Corrigendum: All corrigenda shall be published on Government e-procurement portal (URL: <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>) and HLL website (URL address: <a href="http://www.lifecarehll.com/tender">http://www.lifecarehll.com/tender</a>) and shall not be availableelsewhere.
- iv. Bid submission: Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on Government e-procurement portal. No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.
- v. Opening of Technical Bid and Bidder short-listing: The technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents





online will attract disqualification. Bids shortlisted by this process will be taken up for opening the financialbid.

vi. Opening of Financial Bids: Bids of the qualified bidders shall only be considered for opening and evaluation of the financial bid on the date and time mentioned in critical date's section.

#### 19. Tender Processing Fees and Bid Security(EMD):

#### **NOT APPLICABLE**

- 20. HLL Lifecare Limited does not bind themselves to accept the lowest or any bid or to give any reasons for their decisions which shall be final and binding on thebidders.
- 21. HLL Lifecare Limited reserves to themselves the right of accepting the whole or any part of the tender and bidder shall be bound to perform the same at his quotedrates.
- 22. In case, it is found during the evaluation or at any time before awarding the contract or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the bidder or the applicant has made material misrepresentation or has given any materially incorrect or false information, appropriate legal/penal etc., action shall be taken by HLL Lifecare as deemedfit.
- 23. Conditional bids and bids not uploaded with appropriate/desired documents may be rejected out rightly and decision of HLL Lifecare Limited in this regard shall be final andbinding.
- 24. The technical bids should be uploaded as per the requirements of NIT and should not contain price information otherwise the bid will berejected.
- 25. HLL Lifecare Limited Ltd. reserves the right to verify the claims made by the bidders and to carry out the capability assessment of the bidders and the HLL Lifecare Limited's decision shall be final in this regard.

#### 26. SubmissionProcess:

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and Financial bid online on Government e-procurement portal (URL: <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>).

Note:- It is necessary to click on "Freeze bid" link / icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/ opening during bid openingprocess.

**Vice President (IBD & SP)** 

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#### **INSTRUCTIONS TO THE BIDDERS (ITB)**

#### 1. INTRODUCTION

HLL Lifecare Limited (HLL) is a public sector undertaking, incorporated in the year 1966, under the administrative control of the Ministry of Health & Family Welfare, Government of India. HLL's purpose of business is "to be a globally respected organization focusing on inclusiveness by providing affordable and quality healthcare solutions through continuous innovations". In its quest to become a comprehensive healthcare solutions provider, HLL had diversified into healthcare services, while nurturing its core businesses in reproductive health.

In 2016, under its services business segment, HLL Lifecare Ltd. ventured into the pharma retailing with the formation of a Retail Business Division (RBD). The division operates pharmacy retail chain providing quality pharmaceuticals, medicines, consumables and implants to the common man at affordable prices. The division has been witnessing a massive expansion in the past six years with the Govt. of India aggressively promoting AMRIT Pharmacies across India.

**Affordable Medicines and Reliable Implants for Treatment (AMRIT) Pharmacy,**a novel initiative launched by the Ministry of Health & Family Welfare aims to provide affordable medicines for treatment of cancer, cardio vascular and other diseases. The Ministry is committed to reduce treatment cost of life threatening diseases and bringing about a change with treatment being affordable to every Indian. The first AMRIT retail pharmacy opened on 15<sup>th</sup> November 2015 at AIIMS, New Delhi campus.

Today AMRIT has expanded its product basket covering Specialties like Oncology, Cardiology, implants - Stents, Ortho implants, medical disposables apart from Branded and Branded Generics.

Presently there are 215 AMRIT Pharmacies spread across 27 states/union territories, selling more than 5200 drugs (including cardiovascular, cancer, diabetes, stents, etc.), implants, surgical disposables and other consumables at significant discount of upto 50% on market rates, based on authentic prescriptions from doctors not only from the institutions where they are located but even to those patients availing treatment at other hospitals.

The Location-wise and State-wise lists of AMRIT retail pharmacies established by RBD division are attached as Annexure 8.

#### 2. SCOPE OF THEBID

HLL Lifecare Limited (HLL), a Government of India Enterprise, invites online bids from the eligible, competent and experienced Agencies to conduct the evaluation of the AMRIT retailpharmacy outlets across various States of the Country based on the following terms and conditions detailed herein.

The independent evaluation is to essentially conduct in two parts as detailed below with regard to working and management of AMRIT Pharmacy outlets spread across India.





## 2.1 Part I: Physical Sample Survey at 60 outlets in 15 different States / UTs as given below

SL. NO	NAME OF THE STATES / UTs	NO. OF OUTELTS TO BE COVERED FOR PHYSCIAL
1	GUJARAT	12
2	ASSAM	8
3	CHANDIGARH	7
4	UTTAR PRADESH	6
5	TELANGANA	6
6	NEW DELHI	4
7	PUNJAB	3
8	CHHATTISGARH	3
9	HARYANA	3
10	UTTARAKHAND	2
11	ODISHA	2
12	WEST BENGAL	1
13	MEGHALAYA	1
14	MANIPUR	1
15	ANDHARA PRADESH	1
	TOTAL	60

#### 2.2 Part II: Data Based, Remote Evaluation of all AMRIT Outlets.

#### 2.3 The parameters to be assessed during the evaluation are given in the below table.

SL. NO	PARAMETERS	PART I : PHYSICAL SURVEY AT THE OUTLETS - 60 OUTLTETS IN 15 STATES (YES/NO)	PART II : DATA BASED, REMOTE EVALUATION - ALL AMRIT PHARMACIES (YES/NO)
1	Compliance to Statutory Requirements	YES	YES
	Category / Specialization of medicines available at		
2	AMRIT Pharmacy	YES	YES
3	PRICING		
а	Compliance with the AMRIT Pricing Policy	YES	YES
b	Evaluation of customer billing price of drugs and their MRP, Value benefit passed on to the customers	YES	YES
С	Evaluation of Pricing at AMRIT with other Pharmacy Stores / organized players in the market	YES	NO
4	CUSTOMER SERVICE		





Availability of Brands / Drugs at Store& evaluation of Prescription received vis-à-vis their dispensing	
a /honouring through same brand / equivalent brand YES	NO
b Prescription bouncing if any (rates) YES	NO
c Average dispensing time YES	NO
Perception of doctors prescribing on the availability of	
d brands / drugs YES	NO
Feedback from competent authorities of the Institution	
e where AMRIT Pharmacy is operating YES	NO
5 CUSTOMER FEED BACK AND SATISFACTION LEVEL	
a On saving YES	NO
b On availability of drugs YES	NO
c Overall experience YES	NO
Patients / Customers counselling / information sharing	
d by the pharmacists YES	NO
6 INVENTORY/STOCK POSITION	
Evaluation of Inventory, its ageing, Classification by	
,	
Non-moving / slow moving stocks and its impact in the	
,, , , , , , , , , , , , , , , , , , , ,	YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its	
Non-moving / slow moving stocks and its impact in the a overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  YES	YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  YES	
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  YES	YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  YES	YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  7  PLACE  Evaluation of space of the store, storage space,	YES YES NO
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its b treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  YES	YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  7  PLACE  Evaluation of space of the store, storage space,	YES YES NO
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its b treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  YES	YES YES NO YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  YES  Availability of Pharmacists, Store Operating hours  YES	YES YES NO YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  PES  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  YES	YES YES NO YES YES NO
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  7 PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  PAVAILABILITY OF PHARMACISTS, Store Operating hours  C Storage of medicines - proper racking and storage  Message of the storage of t	YES YES NO YES YES NO
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  VES  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  Messential description of the store of the storage of t	YES YES NO YES YES NO NO NO
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  7  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  YES  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  Megistration Certificate  YES  Registration Certificate	YES YES NO YES YES NO NO NO
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  WES  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  G General House Keeping  PROCESS  Registration Certificate  YES  Eco green software - compatibility and efficiency to	YES YES NO YES YES NO NO NO YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  Megistration Certificate  PROCESS  Registration Certificate  Eco green software - compatibility and efficiency to meet the store requirements  YES  YES	YES YES NO YES YES NO NO NO YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  Megistration Certificate  PROCESS  Registration Certificate  Eco green software - compatibility and efficiency to meet the store requirements  PEOPLE	YES YES NO YES YES NO NO NO YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  7 PLACE  Evaluation of space of the store, storage space, availability of dispensing counters  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  Megistration Certificate  PROCESS  Registration Certificate  YES  Manpower in terms of numbers  YES  YES  YES  YES  PROPLE  Manpower in terms of numbers	YES YES NO YES YES NO NO YES YES YES YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  WES  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  VES  Availability of Pharmacists, Store Operating hours  Storage of medicines - proper racking and storage  General House Keeping  PROCESS  Registration Certificate  Eco green software - compatibility and efficiency to meet the store requirements  PEOPLE  Manpower in terms of numbers  YES  Dualification  YES	YES YES NO YES YES NO NO YES YES YES YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, availability of dispensing counters  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  Management of Control drugs  YES  C Storage of medicines - proper racking and storage  Management of Control drugs  YES  Registration Certificate  Eco green software - compatibility and efficiency to meet the store requirements  Management of Control drugs  YES  Management of Control drugs  YES  B Qualification  YES  D Qualification  YES	YES YES NO YES YES NO NO YES YES YES YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  Megistration Certificate  Eco green software - compatibility and efficiency to meet the store requirements  Manpower in terms of numbers  Manpower in terms of numbers  MES  DUALIFICATION ALL AMRIT PHARMACIES  Impact of AMRIT Pharmacy outlets over the years -	YES YES NO YES YES NO NO NO YES YES YES YES YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  Stock of Moving items and its replenishment rate  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, availability of dispensing counters  Availability of Pharmacists, Store Operating hours  Storage of medicines - proper racking and storage  General House Keeping  Registration Certificate  Eco green software - compatibility and efficiency to meet the store requirements  Manpower in terms of numbers  Manpower i	YES YES NO YES YES NO NO NO YES YES YES YES YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its b treatment at the Stores  C Stock of Moving items and its replenishment rate  Hestores  That Place  Evaluation of space of the store, storage space, a availability of dispensing counters  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  Hestoress  Registration Certificate  Eco green software - compatibility and efficiency to b meet the store requirements  PEOPLE  Amanpower in terms of numbers  D Qualification  Hestoress about AMRIT Pharmacies - Comparison of b AMRIT with other outside pharmacies  NO Overview of AMRIT Pharmacy operations on pan India	YES YES NO YES YES NO NO YES YES YES YES YES YES YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  Management of Control drugs  7 PLACE  Evaluation of space of the store, storage space, availability of dispensing counters  YES  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  Management of Control drugs  YES  C Storage of medicines - proper racking and storage  MES  Registration Certificate  YES  Eco green software - compatibility and efficiency to meet the store requirements  PEOPLE  Amanpower in terms of numbers  Manpower in terms of numbers  Manpower in terms of numbers  MES  D Qualification  YES  Impact of AMRIT Pharmacy outlets over the years - benefits to general public  NO  Uniqueness about AMRIT Pharmacies - Comparison of b AMRIT with other outside pharmacies  NO	YES YES NO YES YES NO NO NO YES YES YES YES YES YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its b treatment at the Stores  C Stock of Moving items and its replenishment rate  HES  Management of Control drugs  PLACE  Evaluation of space of the store, storage space, a availability of dispensing counters  Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  HES  General House Keeping  PROCESS  A Registration Certificate  Eco green software - compatibility and efficiency to b meet the store requirements  PEOPLE  AManpower in terms of numbers  D Qualification  TES  Manpower in terms of numbers  PEOPLE  Impact of AMRIT Pharmacy outlets over the years - a benefits to general public  NO  Uniqueness about AMRIT Pharmacies - Comparison of b AMRIT with other outside pharmacies  NO  Overview of AMRIT Pharmacy operations on pan India	YES YES NO YES YES NO NO YES YES YES YES YES YES YES YES
Non-moving / slow moving stocks and its impact in the overall store business  Evaluation of Stocks Expired / Near-Expiry items and its treatment at the Stores  C Stock of Moving items and its replenishment rate  YES  d Management of Control drugs  7  PLACE  Evaluation of space of the store, storage space, availability of dispensing counters  b Availability of Pharmacists, Store Operating hours  C Storage of medicines - proper racking and storage  YES  d General House Keeping  8  PROCESS  a Registration Certificate  Eco green software - compatibility and efficiency to meet the store requirements  PEOPLE  Manpower in terms of numbers  YES  D Qualification  YES  10  GENERAL TO ALL AMRIT PHARMACIES  Impact of AMRIT Pharmacy outlets over the years - benefits to general public  Uniqueness about AMRIT Pharmacies - Comparison of AMRIT with other outside pharmacies  NO  Overview of AMRIT Pharmacy operations on pan India c basis  NO	YES YES NO YES YES NO NO NO YES





#### 2.4 Deliverables

- a. **Interim Report** Within 30 days from the date of issue of Contract / Work Order / Letter of Indent (Lol).
- b. **Final Report** Within 10 days from the date of receipt of feed back / observations of HLL on the Interim Report
- c. Evaluation Reports need to be submitted in both hard form and in soft form.

#### 3. ELIGIBILITY OFBIDDERS

- 3.1 A Bidder should have following eligibility criteria to submit bids against thistender.
  - The Applicant should be a firm having at least 3 years relevant work experienceending month of March prior to the bid opening in the field of market research of pharmacy/FMCG/retail auditing.
  - Applicant should have qualified manpower under their disposal for engaging in the Evaluation.
  - Applicant firms should have a minimum average annual turnover of Rs.05 (Five)
     Crores in the past three Financial years (2018-19, 2019-20 and 2020-21 provisional / original) certified by a Chartered Accountant.
  - The Agency should be registered in India. Copy of Registration certificate to be attached.

#### 4. COST OFBIDDING

- 4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and "HLL", will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the biddingprocess.
- 4.2 Tender documents may be downloaded free of cost from the Government e-procurement portal (URL: https://etenders.gov.in/eprocure/app).

#### 5. GETTING INFORMATION FROM WEBPORTAL

- 5.1 All prospective bidders are expected to see all information regarding submission of bid for the Work published in the e tender website during the period from the date of publication of NIT for the Work and up to the last date and time for submission of bid. Non observance of information published in the website shall not be entertained as a reason for any claim or dispute regarding a tender at anystage.
- 5.2 All bids shall be submitted online on the Government e-procurement portal only in the relevant envelope(s)/ cover(s), as per the type of tender. No manual submission of bids shall be entertained for the tenders published through Government e-procurement portal under anycircumstances.
- 5.3 The Government e-procurement portal shall not allow submission of bids online after the stipulated date & time. The bidder is advised to submit the bids well before the stipulated date & time to avoid any kind of network issues, traffic congestion, etc. In this regard, the department shall not be responsible for any kind of such issues faced bybidder.





#### 6. BIDDINGDOCUMENTS

#### 6.1 Content of BiddingDocuments

The bidding documents shall consist of the following unless otherwise specified

- Notice Inviting Tender(NIT)
- Instructions toBidders
- Price Bid Format / BoQ
- General and special Conditions of Contract
- Annexures toBid
- 6.2 The Bidder is required to login to the e-procurement portal and download the listed documents from the website as mentioned in NIT. He shall save it in his system and undertake the necessary preparatory work off-line and upload the completed bid at his convenience before the closing date and time of submission.
- 6.3 The bidder is expected to examine carefully all instructions, Conditions of Contract, Annexures, Terms, Scope of the work etc. in the Bid Document. Failure to comply with the requirements of Bid Document shall be at the Bidder's ownrisk.

#### 7. CLARIFICATION OF BIDDINGDOCUMENTS

- 7.1 A prospective bidder requiring any clarification of the bidding documents shall contact the office of the Tender Inviting Authority on any working day between 10 AM and 5PM.
- 7.2 In case the clarification sought necessitates modification of the bid documents, being unavoidable, the Tender Inviting Authority may affect the required modification and publish them in the website throughcorrigendum.

#### 8. AMENDMENT TO BIDDINGDOCUMENTS

- 8.1 Before the deadline for submission of bids, the Tender Inviting Authority may modify the bidding document by issuing addenda.
- 8.2 Any addendum thus issued shall be a part of the bidding documents which will be published in the e-tender website. The Tender Inviting Authority will not be responsible for the prospective bidders not viewing the website intime.
- 8.3 If the addendum thus published does involve major changes in the scope of work, the Tender Inviting Authority may at his own discretion, extend the deadline for submission of bids for a suitable period to enable prospective bidders to take reasonable time for bid preparation taking into account the addendumpublished.

#### 9. PREPARATION OFBIDS

#### 9.1 Language of the Bid

All documents relating to the bid shall be in the English language.

#### 9.2 Mandatory documents to be submitted along with the TechnicalBid

9.2.1 The online bid submitted by the bidder shall comprise documentary proof of thefollowing:





- 1. Self Declaration as per Annexure1
- 2. Bid form as perAnnexure-2
- 3. Power of attorney for signatory of bid in Rs. 200/- stamp paper dulynotarized.
- 4. GST Certificate (self attestedcopy).
- 5. Copy of Non Conviction certificate(self-certified)
- 6. Permanent Account Number (Self attestedCopy)
- 7. Certificate of incorporation and associated documents like Article of Association and Memorandum of Association/Partnership deed/HUF etc. as applicable. (Self attested Copy).
- 8. Documentary evidence to establish the work experience (at least 3 years) in the field of market research of pharmacy/FMCG/retail auditing (Self Certified copy of previous work orders from reputed organisations / experience letters issued by reputed organisations / market survey reports published in reputed journals etc.).
- 9. Details of the Qualified Manpower (Name of the person, Designation, Full time / Part time engagement, Education Qualification, Experience certificates etc.) under disposal of the Applicant for engaging in the evaluation.
- 10. Documentary proof for establishing the average annual turnover of the tenderer in the last three financial years (2018-19, 2019-20, 2020-21 (original / provisional) of not less than Rs.5Crores duly certified by a chartered accountant.
- 11. Annexure 3 Category details of organization, in case of MSME / MSE, If the bidder is a MSME, it shall declare in the bid document the Udyog Aadhar MemorandumNumberissued to it under the MSMED Act, 2006. If a MSME bidder do not furnish the UAM Number along with bid documents, such MSME unit will not be eligible for the benefits available under Public Procurement Policy for MSEs Order 2012."
- 12. Annexure 4 IndemnityCertificate
- 13. Annexure 5 Performance Bank GuaranteeFormat
- 14. Annexure 6 CheckList
- 15. Annexure 7 Bid SecuringDeclaration
- 9.2.2 Bidders shall not make any addition, deletion or correction in any of the bid documents. If tampering of documents is noticed during tender evaluation, the bid will be rejected and the bidder will be blacklisted.

#### 9.3 BidPrices

- 9.3.1 The Bidder shall bid mandatorily as described in the Price bid, and any discrepancies in the quote may entitle the quoted item/ bid to bedisqualified.
- 9.3.2 The rates quoted by the Bidder shall be a Lumpsum amount inclusive of all expenses required to carry out the entire scope of the work mentioned in this tender document. GST as applicable shall be quoted separately and will be paid as per the rules.
- 9.3.3 The rates and prices quoted by the bidder shall remain firm during the entire period of contract.
- **9.3.4** Price comparison during evaluation will be done by HLL.

#### 9.4 Currencies of Bid andPayment

9.4.1 The currency of bid and payment shall be quoted by the bidder entirely in Indian Rupees.

All payments shall be made in Indian Rupeesonly.

#### **10. SUBMISSION OFBIDS**

The Bidder shall submit their bid online only through the Government eProcurement portal (URL: <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>) as per the procedure laid down for e-submission as detailed in the web site. For e tenders, the bidders shall download the tender documents including the Bill of Quantity (BoQ) file from the portal. The Bidder shall fill up the documents and submit the same online using their Digital Signature Certificate. On successful submission





of bids, a system generated receipt can be downloaded by the bidder for future reference.

Copies of all certificates and documents shall be uploaded while submitting the tenderonline.

- 10.1 The tender is invited in **2 Envelope system**
- 10.2 Following 2 envelopes shall be submitted online at CPP-portal by thebidder.
- 10.2.1 The Party has to provide Performance Security if Tender is awarded tothem.

#### a) Envelope - I (Technicalbid):

Technical Bid should contain dully filled, signed and scanned soft copy documents as mentioned in Instructions to Bid (ITB) - Documents to be submitted along with the Technical Bid - Section 9.2.1.

#### b) Envelope – II (Financial Bid): The Financial e-Bid through CPPportal:

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the file is found to be modified by the bidder, the bid will be rejected.

Prices shall be quoted in IndianRupees.

#### Note:-

- 1. HLL Lifecare Limited reserves the right to verify the credential submitted by the agency at any stage (before or after the award the work). If at any stage, any information / documents submitted by the applicant is found to be incorrect / false or have some discrepancy which disqualifies the firm, then HLL shall take the followingaction:
  - i. The agency shall be liable for debarment from tendering in HLL Lifecare Limited, apart from any other appropriate contractual /legalaction.
- 2. The Tender Inviting Authority shall not be responsible for any failure, malfunction or breakdown of the electronic system while downloading or uploading the documents by the Bidder during the e-procurement process.

#### 11 Deadline for Submission of the Bids

11.1 Bid shall be received only online on or before the date and time as notified inNIT. The Tender Inviting Authority, in exceptional circumstances and at its own discretion, may extend the last date for submission of bids, in which case all rights and obligations previously subject to the original date will then be subject to the new date of submission. The Bidder will not be able to submit his bid after expiry of the date and time of submission of bid (servertime).

#### 11.2 Modification, Resubmission and Withdrawal ofBids

- 11.2.1 Resubmission or modification of bid by the bidders for any number of times before the date and time of submission is allowed. Resubmission of bid shall require uploading of all documents including price bidafresh.
- 11.2.2 If the bidder fails to submit his modified bids within the pre-defined time of receipt, the system shall consider only the last bidsubmitted.
- 11.2.3 The Bidder can withdraw his/her bid before the date and time of receipt of the bid. The system shall not allow any withdrawal after the date and time of submission.





#### 12 BID OPENING ANDEVALUATION

Bids shall be opened on the specified date & time, by the tender inviting authority or his authorized representative in the presence of bidders or their designated representatives who choose toattend.

#### 12.1 Bid OpeningProcess

12.1.1 Opening of bids shall be carried out in the same order as it is occurring in invitation of bids or as in order of receipt of bids in the portal. The bidders & guest users can view the summary of opening of bids from any system. Bidders are not required to be present during the bid opening at the opening location if they sodesire.

**Envelope - I:**Opening date shall be as mentioned in NIT. The intimation regarding acceptance / rejection of their bids will be intimated to the contractors/firms through e-tendering portal.

If any clarification is needed from bidder about the deficiency in his uploaded documents in Envelope- I, he will be asked to provide it through CPP portal. The bidder shall upload the requisite clarification/documents within time specified by HLL Lifecare Limited, failing which tender will be liable forrejection.

**Envelope - II:** The financial bids of only the technically qualified bidders as per Eligibility Criteriashall be opened. (Depending on evaluation of Envelope I, the date shall be intimated through CPP Portal)

12.1.2. In the event of the specified date of bid opening being declared a holiday for HLL, the bids will be opened at the same time on the next working day.

#### 12.2. Confidentiality

- 12.2.1. Information relating to the examination, clarification, evaluation, and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award has been announced in favor of the successfulbidder.
- 12.2.2. Any effort by a Bidder to influence the Purchaser during the processing of bids, evaluation, bid comparison or award decisions shall be treated as Corrupt & Fraudulent Practices and may result in the rejection of the Bidders'bid.
- 12.2.3. All the deliverables mentioned in the scope of the tender and its working papers will be the exclusive properties of HLL. The agency shall not share the documents with any third party for price or free-of-cost

#### 12.3 Clarification of Bids

- 12.3.1. To assist in the examination, evaluation, and comparison of bids, the Tender Inviting Authority may ask the bidder for required clarification on the information submitted with the bid. The request for clarification and the response shall be in writing or by e-mail, but no change in the price or substance of the Bid shall be sought, offered, orpermitted.
- 12.3.2. No Bidder shall contact the Tender Inviting Authority on any matter relating to the submitted bid from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Tender Inviting Authority, he shall do so





#### 12.4. Examination of Bids, and Determination of Responsiveness

- 12.4.1. During the bid opening, the Tender Inviting Authority will determine for each Bid whether it meets the required eligibility as specified in the NIT; is accompanied by the required documents and certificates.
- 12.4.2. A substantially responsive bid is one which conforms to all the terms, conditions, and requirements of the bidding documents, without material deviation orreservation.

A material deviation or reservation is one:-

- which affects in any substantial way the scope, quality, or performance of the Works;
- which limits in any substantial way, inconsistent with the bidding documents, the HLL's rights or the Bidder's obligations under theContract;
- whose rectification would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.
- 12.4.3. If a Bid is not substantially responsive, it may be rejected by the Tender Inviting Authority, and may not subsequently be made responsive by correction or withdrawal of the nonconforming material deviation or reservation.
- 12.4.4. Non submission of legible or required documents or evidences may render the bid non-responsive.
- 12.4.5. Bidder can witness the principal activities and view the documents/summary reports for that particular work by logging on to the portal with his DSC fromanywhere.

#### 12.5. Negotiation on Bids

The Tender Inviting Authority reserves the right to negotiate with the lowest evaluated responsive bidder.

#### 13 BIDVALIDITY

- 13.1 Bids shall remain valid for the period of **180 (One Eighty)** days from the date of opening of the price bid as specified in the NIT. A bid valid for a shorter period shall be rejected by HLL as non-responsive.
- 13.2. In exceptional circumstances, prior to expiry of the original bid validity period, the Tendering Authority may request the bidders to extend the period of validity for a specified additional period. The request and the responses thereto shall be madeinwriting or by email. A bidder may refuse the request at its will. A bidder agreeing to the request will not be required or permitted to modify its bid, but will be required to extend the validity of the Performance Security for the period of theextension.

#### 14. STATUTORYEXEMPTIONS:

Statutory exemptions as per relevant guidelines shall be applicable for MSE vendors.

#### 15. BID SECURITY(EMD)

EMD is not applicable to this Tender as stipulated by Government order number No. F.9/4/2020-PPD dated 12th November 2020.





#### BID SECURING DECLARATION

In place of a Bid security, the bidders are required to sign a Bid securing declaration, accepting that if they withdraw or modify their bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, execute the delivery as per the requirements or fail to submit a performance security before the deadline defined in the tender document, they will be suspended for the period of time as per the discretion of thetenderer.

#### 16. TENDER PROCESSINGFEE

#### NOT APPLICABLE

#### 17. ALTERATIONS AND ADDITIONS

- 17.1 The bid shall contain no alterations or additions, except those to comply with instructions, or as necessary to correct errors made by the bidder, in which case such corrections shall be initialed by the person or persons signing thebid.
- 17.2 The bidder shall not attach any conditions of his own to the Bid. The Bid price must be based on the tender documents. Any bidder who fails to comply with this clause will be disqualified.

#### 18. INDEMNIFICATIONCLAUSE

The Agency shall indemnify and hold harmless HLL from and against all claims, liability, loss, damage or expense, including counsel fees arising from or by reason of any actual or claimed trade mark, or copy right infringement or any litigation based thereon with respect to any part of the items covered by the Contract, and such obligations shall survive acceptance of payment for theitems.

#### 19. PERFORMANCE SECURITY

- 19.1 Within 15 days from date of the issue of Contract / Work Order / Letter of Indent (LoI) by the Purchaser, the bidder, shall furnish performance security to HLL for anamount equal to three percent (3%) of the total value of the contract, valid up to sixty (60) days after the date of completion of all contractual obligations of the bidder.
- 19.2 The Performance security shall be denominated in Indian Rupees or in the currency of the contract as detailed below:
- 19.3 It shall be in any one of the forms namely Account Payee Demand Draft or Fixed Deposit Receipt drawn from any Scheduled bank in India or Bank Guarantee issued by a Scheduled bank in India, in the prescribed form in favour of HLL. The validity of the Fixed Deposit receipt or Bank Guarantee will be for a period up to sixty (60) days beyond the date of completion of all contractual obligations of the bidder.
- 19.4 In the event of any failure /default of the bidder with or without any quantifiable loss to the HLL, the amount of the performance security is liable to be forfeited.
- 19.5 In the event of any amendment issued to the contract, the supplier shall, within fifteen (15) days of issue of the amendment, furnish the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the contract, as amended.
- 19.6 HLL will release the Performance Security without any interest to the supplier on completion of all contractual obligations stipulated in this bid.





#### **20. PAYMENTTERMS**

- **22.1** 40 % of the Contract value on submission of the Interim Report. The interim report to be submitted to HLL within 30 days from the date of issue of Contract / Work Order / Letter of Indent (LoI).
- **22.2** Balance 60 % of the Payable Contract value after submission of the final report and its acceptance by HLL. The final report to be submitted to HLL within 10 days from the date of receipt of feedback / observations from HLL on the Interim report.
- **22.3** The amount shall be paid by HLL in IndianRupees.
- **22.4** Acceptance of the payment terms without any qualification shall form part of the technical bid. In case the payment terms are not accepted, the bid is likely to be rejected.

#### 21. WORK COMPLETION TIME

The Independent Evaluation of AMRIT Pharmacies as per the scope mentioned in this tender document must be completed within 45 days from the date of issue of Contract/Work order / LoI by HLL. Any delay beyond the stipulated time of 45 days may result in penalty.

Interim Report to be submitted within 30 days from the date of issue of Contract / Work Order / Lol.

Final report to be submitted within 10 days from the date of receipt of feedback / observations from HLL on the Interim Report. HLL will provide the feedback within 5 days from the date of receipt of the Interim Report from the Agency.

#### 22. DELAY IN COMPLETION OF SCOPE OF WORK

24.1 Completion of work shall be carried out by the Agency in accordance with the time schedule prescribed by HLL in the Work order/ Contract agreement. If at any time during performance of the Contract, the Agency should encounter conditions impeding timely execution of work, the Agency shall promptly notify HLL in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Agency's notice, HLL shall evaluate the situation and may at its discretion extend the Agency's time for performance, with or withoutpenalty.

If the Agency fails to complete the entire scope of work even during extended delivery period, then the Contract Agreement/ Work order shall be short-closed and Performance Security shall be forfeited.

- 24.2 A delay by the Agency in the performance of its delivery obligations shall render the Agency liable to the imposition of penalty pursuant to agreement, unless an extension of time is agreed upon pursuant to agreement without the application of liquidateddamages.
- 24.3 If the Agency fails to perform of services within the time period(s) specified in the Contract, HLL shall without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sumequivalentto0.5 percentageoftheContract values for each week of delay or part thereof until actual performance, up to a maximum deduction of 10 percent of the Contract Value. GST as applicable will also be recovered in addition to the liquidated damages. However H.L.L at its sole discretion reserves the right to accept or reject the services which are performed beyond the delivery date as mentioned in the purchase order. In the event of HLL accepting the services beyond the stipulated delivery date





as per the Work order, penalty as mentioned above would apply. Once the maximum is reached, HLL may consider termination of the Contract

24.4 If L1 defaults (fails to perform the evaluation) then HLL reserves the right to undertake the services from L2 or higher bidder or from market at the risk and cost of Agency and if the same happens at a price higher than the ordered rates, HLL shall have the right to claim the difference upon whom order was originally placed and Agency will be under obligation to pay the same.HLL has the right to forfeit the Performance security in the event of default. In addition HLL is entitled to recover the business loss suffered by HLL consequent to default for performance of Evaluation.

#### 23. TAXES ANDDUTIES

The Bidder shall bear and pay all taxes, duties, levies, GST and charges assessed on the bidder by all municipal, state, or national government authorities etc. in connection with the Services rendered under the Contract. Income Tax and Other Taxes as applicable at the time of execution of job or any other government-imposed liabilities would be deducted from each bill submitted by the bidder

### 24. PROVISIONS OF PUBLIC PROCUREMENT (PREFERENCE TO MAKE ININDIA) ORDER2017

Agencies registered and operating in India only be eligible for quoting against this tender". However, for compliance of public procurement (Preference to Make in India), Order 2017 all the bidders should submit a declaration certifying that they are offering 100% services from India for the services required under this tender and hence falls under the category of 'Class 1 local supplier' as defined in Public Procurement (Preference to Make in India), Order 2017 as amended from time to time.

#### 25. INSPECTION ANDTESTS

Not applicable

#### **26. INDEMNITY:**

The Bidder shall indemnify, defend and hold harmless Government of India and HLL, its Affiliates, officers, directors, employees, agents, and their respective successors and assigns, from and against any and all loss, damage, claim, injury, cost or expenses (including without limitation reasonable attorney's fees), incurred in connection with third Party claims of any kind that arise out of or are attributable to (i) /Bidder's breach of any of its warranties, representations, covenants or obligations set forth herein or (ii) the negligent act or omission of the Bidder.(iii) any product liability claim arising from the gross negligence or bad faith of, or intentional misconduct or intentional breach of this Contract by bidder or its affiliate. The Bidder has to submit the indemnity certificate duly signed and sealed in the format provided in Annexure4

#### 27. SHORTSUPPLY:

Not applicable.

#### 28. PARALLEL CONTRACTS:

HLL reserves the right to enter into parallel contracts with one or more parties or to place adhoc contracts simultaneously or at any time during the currency of contract, with one or





more agencies.

HLL also reserve the rights (1) to enter into parallel Price Agreement(s)/ Contract(s) simultaneously or at any time during the period of the Price Agreement/Contract with one or more bidder(s) as he/they think fit and (2) to place adhoc contract or contracts simultaneously or at any time during the period of this contract with one or more bidder(s) for such quantity of such item or items as HLL (whose decision shall be final) may determine.

#### 29. IN CASE OFDEFAULT

HLL is not bound to accept the L1 offer only and circumstances warranting where L1 shows its disinterest, L2 or higher offer may be considered for acceptance.

#### **30. RISKPURCHASE**

If L1 or any other parties' defaults (fails to complete the Independent evaluation of AMRIT Pharmacieson time) then the HLL reserves the right to obtain services from L2 or higher bidder or from market at the risk and cost of L1 Agency and if the contract is awarded a price higher than the contract value, HLL shall have the right to claim the difference upon whom order was originally placed and L1 will be under obligation to pay the same. In addition, HLL is entitled to recover the business loss suffered by HLL consequent to default for completing the evaluation.

#### 31. FORCEMAJEURE

- 33.1 For purposes of this Clause "Force Majeure" means an event beyond the control of the Agency and not involving the Agency's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of HLL either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freightembargoes.
- 33.2 If a Force Majeure situation arises, the Agency shall promptly notify HLL in writing within Seven days from the date of such conditions and the cause thereof. Unless otherwise directed by HLL in writing, the Agency shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeureevent.

#### 32. GOODSREPLACEMENT:

NOT APPLICABLE.

#### 33. CLARIFICATIONS ONBIDS

During the bid evaluation, HLL may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid shall be sought, offered, or permitted

#### 34. CONTACTINGHLL

- a) From the time of bid opening to the time of Contract award, if any Bidder wishes to contact HLL on any matter related to the bid, he shall do so in writing by sending email to\_sp@lifecarehll.com
- b) If a Bidder tries to influence HLL directly or otherwise, interfere in the bid evaluation process and the Contract award decision, his bid will berejected.





#### 35. HLL'S RIGHT TO ACCEPT OR REJECT ANY OR ALLBIDS

HLL reserves the right to accept or reject any bid or to annul the bidding process and reject all bids at any time prior to Contract award, without assigning any reasonthereof.

HLL does not bind itself to accept the lowest or any bid and reserves the right to reject any or all bids at any point of time prior to the issuance of the Work order or Contract Agreement.

HLL reserves the right to resort to retendering without providing any reasons whatsoever. HLL shall not incur any liability on account of such rejection.

HLL reserves the right to modify any terms, conditions or specifications for submission of offer and to obtain revised bids from the bidders due to such changes, if any.

Canvassing of any kind will be a disqualification and the purchaser may decide to cancel the bidder from its empanelment.

HLL reserves the right to accept or reject any bid and annul the bidding process and reject all bids at any time prior to award of contract without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for HLL'saction.

#### 36. HLL'S RIGHT TO VARY QUANTITIES AT TIME OFAWARD

HLL reserves the right at the time of award of contract to increase or decrease the quantity of goods and services originally specified in the bid document without any change in unit price or other terms and conditions

#### 37. EVALUATION AND COMPARISON OFBID

- 39.1 HLL will evaluate and compare bids previously determined to be substantially responsive.
- 39.2 Selection of bidderwillbebasedonthelowesttotal pricequotedforperformance of Evaluation in all the States.
- 39.3 Arithmetical errors will be received on the following basis. If there is a discrepancy between the amount in words and figures, the amount in words will prevail. If an Applicant does not accept the correction of errors, its bid will be rejected.

#### **38. SETTLEMENT OFDISPUTES**

Arbitration shall not be a means of settlement of any dispute or claim arising out of the contract relating to the work. Any disputes or difference arising between the parties with respect to the performance of any part of this agreement or anything connected therewith, etc. shall as far as possible be mutually settled by the process of dialog and negotiation. Any disputes or differences or questions or claims arising under or relating to a concerning or touching this agreement shall be referred for arbitration in accordance with the provisions of the Arbitration and Conciliation Act1996.

The arbitration proceedings shall be held at Thiruvananthapuram. The award passed by the arbitrator shall be final and binding on the parties hereto. The conduct of such arbitration shall be in English. Subject to arbitration, the Courts at Thiruvananthapuram alone shall have jurisdiction in respect of settlement of any matter arising out or in connection with the contract.





#### 39. MAJOR RESPONSIBILITIES OFAGENCY

- a. The agency shall perform the Evaluation of the AMRIT pharmacies as per the terms and conditions mentioned in the contract agreement/work order issued by HLL. Evaluation shall be conducted in strict conformance with the stipulations of tender specification and the respective Work order/ Contract agreement.
- b. The successful bidder shall acquire in its name all permits, approvals, and/or licenses from all local, state, or national government authorities or public service undertakings that are necessary for the performance of the Contract agreement /Work order.
- c. The Agency shall comply with all laws in force in India. The laws will include all national, provincial, municipal, or other laws that affect the performance of the Contract and are binding upon the bidder. The Bidders shall indemnify and hold harmless HLL from and against any and all liabilities, damages, claims, fines, penalties, and expenses of whatever nature arising or resulting from the violation of such laws by the bidder or its personnel except that caused byHLL.
- d. Any Evaluation / auditrelated legal issues shall be handled and connected expenses therewith shall be borne by the bidderonly.

The final number of pharmacies mentioned in Annexure 8& 9 may vary.

#### **40. GOVERNINGLANGUAGE**

The contract shall be written in English language. English language version of the Contract shall govern its interpretation. All correspondence and documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

#### 41. AWARDCRITERIA

HLLwill enter into an agreement with the successful bidder who is the lowest responsivebidder of this tender.

#### **42. NOTIFICATION OFAWARD**

After completion of evaluation of tender, HLL will notify the successful Bidder. The notification of award/ Work order will constitute the formation of the Contract. The agency shall give acceptance of theNotification of award/Work order on the same day as the date of issue by sending the signed copy of the same failing which, HLL shall have the right to cancel the order. The conditions mentioned in the Notification of award/Work order will be mutually binding for both the parties and the bidder and HLL shall abide by the same.

#### **43. TERMINATION**

HLL reserve right to terminate/ cancel the Notification of award/ Work order at any time for any reason without any liability on HLL.

#### 44. AGREEMENT:

a. The bidder who is selected will have to execute an agreement on non-judicial stamp paper of Rs.200/-(stamp duty to be paid by tenderer) with HLL. The bidder shall not, at any time, assign, sub-let or make over the contract or the benefit thereof or any part thereof to any person or persons what so ever. All notices or communications relating to arising out of this agreement or any of the terms thereof shall be considered duly served on or given to the bidder if delivered to him or left at the premises, places of business orabode.





b. If the successful tenderer fails to execute the agreement or withdraws the tender after intimation of the acceptance of the tender has been sent or owing to any other reasons, the tenderer is unable to undertake the contract, the contract will be cancelled. Such tenderer(s) will also be liable for all damages sustained by the Tender Inviting Authority / Ordering Authority by reasons of breach of tender conditions. Such damages shall be assessed by the Tender Inviting Authority, HLL Lifecare Limited whose decision shall be final

#### 45. DELETED

#### **46. CORRUPT OR FRAUDULENTPRACTICES**

48.1 The purchaser requires that the bidders, agencies and contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following aredefined:

Sl.No.	Term	Meaning
а	Corrupt Practice	The offering, giving, receiving, or soliciting, directlyor indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution.
b	Fraudulent practice	A misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract.
С	Collusive practice	Means a scheme or arrangement between two or more bidders, with or without the knowledge of the purchaser, designed to establish bid prices at artificial, non-competitive levels.
d	Coercive practice	Means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.

48.2 HLL will reject the proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract inquestion.

## 47. RESTRICTIONS UNDER RULE 144 (XI) OF GFR 2017 FOR BIDDERS FROM A COUNTRY SHARING LAND BORDER WITHINDIA.

"Not applicable, as agencies registered and operating in India are only be eligible for quoting against this tender"

#### 48. PURCHASE PREFERENCE TO MICRO AND SMALL ENTERPRISES(MSE's):

Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry.

#### 49. NON-DISCLOSURE

Except with the prior consent of HLL, the bidder / agency shall not at any time communicate to any person or entity any information acquired in the course of performance of this Contract.





#### PRICE BID

This tender is published as an e-Tender through CPP portal and Financial Bid has to be entered in the ITEM WISE BILL OF QUANTITIES (Item wise BOQ) format as provided in the portal.

Ensure that the format available in CPP is used for filling up quoted rates and total GST value.





#### **GENERAL CONDITIONS OF CONTRACT (GCC)**

#### 1. DEFINITIONS

- 1.1 In this contract the following terms shall be interpreted asindicated:
  - (a) "The Contract" means the agreement entered into between HLL and the Agency as recorded in the Contract Form signed by the parties, including all the attachments and appendices thereto and all documents incorporated by reference therein;
  - (b) "The Contract Price" means the price payable to the Agency under the Contract for the full and proper performance of its contractualobligations;
  - (c) "Services" means the conduct of Evaluation of the AMRIT Pharmacies and other ancillary services as transportation and insurance, and other incidental services, covered under the contract;
  - (d) "GCC" means the General Conditions of Contract contained in thissection.
  - (e)"SCC" means the Special Conditions of Contract.
  - (f) "HLL" means HLL Lifecare Limited;
  - (g) "The Agency" means the individual or firm performing the Independent Evaluation under this Contract;
  - (h) "Day" means calendarday.
  - (i) "Work Completion period" means the period applicable upto completion of the work by the agency at the required site mentioned in Notification of award/ Work order and accepted by HLL.

#### 2. APPLICATION

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions in other parts of the Contract.

#### 3. STANDARDS

3.1 The Evaluation shall be conducted in accordance with the Statutory requirements as mentioned in the Scope Of Bid.

#### 4. USE OF CONTRACT DOCUMENTS ANDINFORMATION

- 4.1 The Agency shall not, without HLL's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of HLL in connection therewith, to any person other than a person employed by the Agency in performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of suchperformance.
- 4.2 The Agency shall not, without HLL's prior written consent, make use of any document or information enumerated in GCC Clause 4.1 except for purposes of performing the Contract.
- 4.3 Any document, other than the Contract itself, enumerated in GCC clause 4.1 shall remain the property of HLL and shall be returned (in all copies) to HLL on completion of HLL's performance under the Contract if so required by HLL.

#### 5. SUBCONTRACTS

**NOT ALLOWED** 

#### 6. CONTRACTAMENDMENTS

6.1 Subject to GCC Clauses, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by theparties.





#### 7. TRADE MARK, COPY RIGHTS

7.1 The Agency shall indemnify HLL against all third-party claims of infringement of trademark, copy rights or industrial design rights arising inIndia.

#### 8. SAFETY, SECURITY AND INSURANCE

The Agency shall alone be fullyresponsible for safety and security and insurance or life insurance of their personnel.

#### 9. CHANGEORDERS

- 9.1 HLL may at any time by written order given to the Agency, make changes within the general scope of the Contract in any one or more of thefollowing:
  - (a) the services to be provided by the Agency.
  - (b) Number of outlets to be evaluated.

#### 10. ASSIGNMENT

10.1 Agency shall not assign, in whole or in part, its obligations to perform under the contract, except with HLL's prior writtenconsent.

#### 11. TERMINATION BYDEFAULT

- 11.1 HLL may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, terminate the Contract in whole orpart;
  - (a) if the Agency fails to deliver any or all of the services within the time period(s) specified in the Contract, or within any extension thereof granted by HLL,or
  - (b) If the Agency fails to perform any other obligation(s) under the contract.
- 11.2 In the event HLL terminates the Contract in whole or in part, HLL may procure, upon such terms and in such manner as it deems appropriate, Services similar to those undelivered/unperformed, and the Agency shall be liable to HLL for any excess costs for such similar Services. However, the Agency shall continue the performance of the Contract till suchtime.

#### 12. TERMINATION FORINSOLVENCY

HLL may at any time terminate the Contract by giving written notice to the Agency, if Agency becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Agency, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to HLL.

#### 13. APPLICABLELAW

The Contract shall be interpreted in accordance with the laws of the Union of India.

#### 14. NOTICES

- 14.1 Any notice given by one party to the other pursuant to this Contract shall be sent to other party in writing or by cable, telex or facsimile and confirmed in writing to the other Party's address specified in Special Conditions of Contract.
- 14.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

#### 15. TAXES ANDDUTIES

Agency shall be entirely responsible for all taxes, duties, license fees, etc., incurred until the completion of Service / Contract.

#### 16. PACKING

16.1 Not Applicable.





#### 17. DELIVERY ANDDOCUMENTS

- i. Interim report to be submitted to HLL within 35 days from the date of issue of Contract / Work Order / Lol to the Agency.
- ii. Final report to be submitted to HLL within 10 days from the date of receipt of feedback / observations from HLL





#### Special Conditions of Contract (SCC)

The following Special Conditions of Contract (SCC) will apply for this purchase. The corresponding clauses of General Conditions of Contract (GCC) relating to the SCC stipulations have also been incorporated below.

These Special Conditions will modify/substitute/supplement the corresponding (GCC) clauses. Whenever there is any conflict between the provision in the GCC and that in the SCC, the provision contained in the SCC shall prevail.

There are no special conditions or contract for this tender and all other conditions mentioned in other sections stands valid.

#### **SELF - DECLARATION**

#### Tender:.HLL/CHO/RBD/AMRIT-EVALUATION/2021-22/01 DATED 28.07.2021

To,
Vice President (IBD & SP)
HLL Lifecare Limited,
HLL Bhavan, Poojappura,
Thiruvananthapuram -695012 Kerala, India
Tel: +0471 2354949
Website – www.lifecarehll.com

Dear Sir,

We certify that we have not been de-registered or debarred or blacklisted or banned / suspended for business for any Services we have quoted, by State Government or Government of India / Other Statutory Bodies, till the due date of submission of BID as specified in the subject BID. If we, at a later date, are found guilty of suppressing facts in this regard, such act on our part shall be considered a fraudulent practice in accordance with the Instructions to Bidders and the Purchaser shall be entitled to reject our BID submitted by us against this Tender.

We have also noted that after submission of BID and before award contract, if we are de registered or debarred or blacklisted by State Government or Government of India / Other Statutory Bodies, our BID will be considered as Non-responsive.

We hereby certify that, our offer under this tender is 100% services from India and hence falls under the category of 'Class 1 local supplier' as defined in Public Procurement (Preference to Make in India), Order 2017 as amended from time to time.

We hereby declare that the facts furnished for the purpose of this tender are correct and true to the best of our knowledge. We are well aware that any discrepancy in the same makes us liable for disqualification / debarment / appropriate action by the tenderer.

Date:	Signature:
Place:	Name:
	Designation:
	Seal.

#### **BID FORM**

Annexure-02

#### Ref:HLL/CHO/RBD/AMRIT-EVALUATION/2021-22/01 DATED 28.07.21

To,
Vice President (IBD & SP),
HLL Lifecare Limited,
HLL Bhavan, Poojappura,
Thiruvananthapuram -695012 Kerala, India
Tel: +0471 2354949
Website – www.lifecarehll.com

Dear Sir,

#### Tender: Independent Evaluation of AMRIT Pharmacies established by HLL

#### Tender No. HLL/CHO/RBD/AMRIT-EVALUATION/2021-22/01 DATED 28.07.2021

Having examined the Bidding Documents, including Addenda Nos. [insert numbers], the receipt of which is hereby acknowledged, we, the undersigned, offer our services in full conformity with the Bidding Documents for the total amount against the Product as indicated in the price Schedule.

We undertake that in case our bid is accepted, we shall:

Commence work and shall make all reasonable endeavour to achieve contract acceptance.

We agree to abide by this bid, which, in accordance with consists of this letter, the Price Schedule, letter of authorization, documents establishing conformity, and Attachments through [specify: the number of attachments] to this Bid Form, up to 6 months from the date of opening of financial bids and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

We declare that the above quoted price for Service is firm and shall not be subject to any variation for the entire period of the assignment. We further declare that the above quoted prices include all taxes as on the date of bid submission, duties and levies payable by us under aforesaid assignment.

We declare that price/ rate offered is for Supply of Services as per the scope of this tender.

The costs of withdrawals of these deviations / exclusions are enclosed with the Price Schedule. Incase a formal final Contract is not prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding contract between us. We understand that you are not bound to accept the lowest or any bid you mayreceive.

We, the Bidder shall indemnify, defend and hold harmless Government of India, HLL,its Affiliates, officers, directors, employees, agents, and their respective successors and assigns, from and against any and all loss, damage, claim, injury, cost or expenses (including without limitation reasonable attorney's fees), incurred in connection with third Party claims of any kind that arise out of or are attributable to (i) Bidders breach of any of its warranties, representations, covenants or obligations set forth herein or (ii) the negligent act or omission of the Bidders. (iii) any liability claim arising from the gross negligence or bad faith of, or intentional misconduct or intentional breach of this Contract by bidder or any affiliate.

We agree to all terms and conditions of the Bid Document and subsequent amendments.

Dated this [insert: number] day of [insert: month], [insert: year].
Signature
Name
Full Address with contact person Name, Phone number and Email
Designation and Common Seal





#### **Category details of organization**

SL No.	Description	Yes/No
1.	Whether the organization belongs to the MSME category	
2.	If yes whether the organization belongs to MSE category	
3.	Whether the MSE organization belongs to SC/ST entrepreneur.	
4.	Whether the MSE organization belongs to woman entrepreneur.	





To,
Vice President (IBD & SP)
HLL Lifecare Limited,
HLL Bhavan, Poojappura,
Thiruvananthapuram -695012 Kerala, India
Tel: +0471 2354949
Website – www.lifecarehll.com

#### **INDEMNITY CERTIFICATE**

Dear Sir,

As a service provider to HLL, the indemnifier assumes liability for and irrevocably agrees to indemnify, defend and hold harmless Government of India and HLL Lifecare Limited, its Affiliates, shareholders, officers, directors, employees, agents, and their respective successors and assigns, from and against any and all losses, damages, claims, actions, liabilities, proceedings, injury, cost or expenses (including counsel's fees of whatsoever kind of nature arising out of or in any way connected with the licenses granted or the manufacture of the products or out of any defect (whether obvious or hidden) in the products or arising from the indemnifier's failure to comply with applicablelaws.

Dated this [insert: number] day of [insert: month], [insert:year].
Signature
Name
Full Address with contact person Name, Phone number and Email
Designation and Common Seal





#### **Performance Bank Guarantee Format**

To:				1)	Name	of Purchaser)
WHEREAS		(Name	of Agency)	(hereinafter	called	"theAgency")
WHEREAS_ has undertaken, in pure20_tc	rsuance of C	Contract No		<del></del>		dated
called "theContract").	osupply			(Description	of Servi	ces) (hereinafter
,						
<b>AND WHEREAS</b> it has been a Bank Guarantee by a recongrey's performance obliging	ognized bank fo	or the sum spec	cified therei			
AND WHEREAS we have a	agreed to give th	ne Agency aGu	arantee:			
we undertake to pay you, u Contract and without cavil of	ipon your first v or argument, any	Amou vritten demand y sum or sums (Amount of	unt of the G declaring the within the lin Guarantee)	uarantee in ne Agency to mitof ) as aforesai	Words and be in o	and Figures) and
This guarantee is validuntilt						
				Signatura	and Sa	al of Cuarantara
				Signature	and Se	al of Guarantors
Date:	20					
Address:						





#### **CHECK LIST**

SI No	PARTICULAR OF DOCUMENT	ATTACHED / NOT ATTACHED	PAGE NO	Remark s
1	Forwarding letter indicating the submission of Technical documents along with check list ofdocument			
2	Tender document duly signed and stamped in all pages along with corrigendum (ifAny)			
3	Copy of Udyog Aadhaar, in case of MSME bidders			
	Authenticated copy of the Memorandum of Association/Articles of Association			
4	/ Partnership deed etc and certificates of incorporation/ registration of the organization with details of Name, Address, Tel. No., Fax No., E-mail Address of firm and the M. Director / Partner / Proprietor			
5	Documentary proof for establishing the average annual turnover of Original Manufacturers having a minimum average annual turnover of Rs.05 Crores (Rupees Five Crores only) during the last three years i.e. 2018-2019, 2019-20 and 2020-2021 (Original / Provisional).			
6	Copy of Recent Non conviction certificate (self-certified)			
7	Power of Attorney in stamp paper (RS.200/-) duly notarized authorizing the signatory to sign the bids and transactbusiness.			
8	Annexure 1 - Self Declaration			
9	Annexure 2 - Bid Form			
10	Annexure 3- Category details of Organization			
11	Annexure 4- Indemnity Certificate			
12	Annexure 5 – Performance Bank Guarantee Format			
13	Annexure 6 – Check List			
14	Annexure 7 – Bid securing Declaration			
15	Copy of PAN Card & GSTN details			



To,



Annexure - 07

#### **BID SECURING DECLARATION**

## <u>Tender: Independent Evaluation of AMRIT Pharmacies of HLL LIFECARE LIMITED</u> <u>Tender No. HLL/CHO/RBD/AMRIT-EVALUATION/2021-22/01 DATED 28.07.2021</u>

Vice President (IBD & SP) HLL Lifecare Limited, HLL Bhavan, Poojappura,
Thiruvananthapuram -695012 Kerala, India
Tel: +0471 2354949 Website – www.lifecarehll.com
Dear Sir,
We hereby confirm that, if we, M/s
Signature
Name
Designation and Common Seal
Station
Date





#### STATE-WISE LIST OF AMRIT PHARMACIES

	TYPE OF INSTITUTION							
STATE	AIIMS	OTHER CENTRAL GOVT INST.	МСН	STATE GOVT	DH	SDH	STAND ALONE	TOTAL
New Delhi	2	4		1				7
Punjab	1	1	2	2				6
Chandigarh		6	1					7
Himachal Pradesh		1	2					3
Uttarakhand	1	1			1			3
Uttar Pradesh	1	2	12	2				17
Haryana	1		5	1				7
Rajasthan	1							1
Jammu and Kashmir			8	4				12
Odisha	1	2						3
Bihar	1	1	2					4
Meghalaya		1		1				2
Assam			8	1	26			35
Manipur		1						1
Tripura		1						1
West Bengal		1						1
Chattisgarh	3	1						4
Gujarat			18	4	20	21		63
Madhya Pradesh	1		6					7
Maharashtra	1	3	4					8
Puducherry		1						1
Tamil Nadu		1						1
Kerala					1		1	2
Karnataka		1		1				2
Andhra Pradesh	1							1
Telangana			1	11	4			16
TOTAL	14	30	69	28	52	21	1	215

\* MCH: Medical College Hospital

\* DH: District Hospital

\* SDH: Sub District Hospital





#### LOCATIONWISE LIST OF AMRIT DEENDAYAL PHARMACIES

S.No	HOSPITAL	Type of Hospital
1.	ASSAM	
1	AMRIT, GMCH, GUWAHATI	Medical College
2	AMRIT GMCH UNIT 2 , GUWAHATI	Medical College
3	AMRIT, AMCH, DIBRUGARH	Medical College
4	AMRIT, FAAMCH, BARPETA	Medical College
5	AMRIT, JMCH, JORHAT	Medical College
6	AMRIT, TMCH, TEZPUR	Medical College
7	AMRIT, SMCH, SILCHAR	Medical College
8	AMRIT, MAHENDRA MOHAN CHOUDHARI HOSPITAL	District Hospital
9	AMRIT, CIVIL HOSPITAL, BAKSA	District Hospital
10	AMRIT, CIVIL HOSPITAL, SONAPUR	District Hospital
11	AMRIT, CIVIL HOSPITAL, BONGAIGAON	District Hospital
12	AMRIT, CIVIL HOSPITAL GOALPARA	District Hospital
13	AMRIT, CIVIL HOSPITAL, KOKRAJHAR	District Hospital
14	AMRIT, CIVIL HOSPITAL, NALBARI	District Hospital
15	AMRIT, CIVIL HOSPITAL, MORIGAON	District Hospital
16	AMRIT, CIVIL HOSPITAL, NAGAON	District Hospital
17	AMRIT, TOLARAM BAFNA CIVIL HOSPITAL, AMINGAON	District Hospital
18	AMRIT, KANAKLATA CIVIL HOSPITAL, TEZPUR	District Hospital
19	AMRIT, MANGALDAI CIVIL HOSPITAL, DARRANG	District Hospital
20	AMRIT, NORTH LAKHIMPUR HOSPITAL	District Hospital
21	AMRIT, SIVASAGAR CIVIL HOSPITAL, JOYSAGAR	District Hospital
22	AMRIT, KUSHAL KONWAR CIVIL HOSPITAL, GOLAGHAT	District Hospital
23	AMRIT, CANCER HOSPITAL, GUWAHATI	State Govt. Institute
24	AMRIT, CIVIL HOSPITAL, BARNAGAON, UDALGURI	District Hospital
25	AMRIT PHARMACY, CIVIL HOSPITAL, BARPETA	District Hospital
26	AMRIT PHARMACY, CIVIL HOSPITAL, DHEMAJI	District Hospital
27	AMRIT PHARMACY, CIVIL HOSPITAL, DHUBRI	District Hospital
28	AMRIT PHARMACY, CIVIL HOSPITAL, TINSUKIA	District Hospital
29	AMRIT PHARMACY, CIVIL HOSPITAL, CHIRANG	District Hospital
30	AMRIT PHARMACY, CIVIL HOSPITAL, DIPHU	District Hospital
31	AMRIT PHARMACY, CIVIL HOSPITAL, HAILAKANDI	District Hospital
32	AMRIT PHARMACY, CIVIL HOSPITAL, SILCHAR	District Hospital
33	AMRIT PHARMACY, CIVIL HOSPITAL, MAJULI	District Hospital
34	AMRIT PHARMACY, CIVIL HOSPITAL, HAFLONG	District Hospital
35	AMRIT PHARMACY, DIPHU MEDICAL COLLEGE AND HOSPITAL	Medical College
2.	ANDHRA PRADESH	
36	AIIMS, MANGALAGIRI	AIIMS
3.	BIHAR	
37	AMRIT, IGMS PATNA	Central Govt. Institute
38	AIIMS, PATNA	AIIMS





39	AMRIT PHARMACY, PATNA MEDICAL COLLEGE AND HOSPITAL (PMCH), PATNA	Medical College
40	AMRIT PHARMACY, NALANDA MEDICAL COLLEGE AND HOSPITAL (NMCH), PATNA	Medical College

4.	CHANDIGARH	
41	AMRIT, NEHRU HOSPITAL, PGIMER, CHANDIGARH	Central Govt. Institute
42	AMRIT, ADVANCED CARDIAC CENTRE(ACC), CHANDIGARH	Central Govt. Institute
43	AMRIT, GMCH, SECTOR 32	Medical College
44	AMRIT, ADVANCED EYE CENTRE(AEC), CHANDIGARH	Central Govt. Institute
45	AMRIT, OPTICALS, AEC, PGIMER CHANDIGARH	Central Govt. Institute
46	AMRIT, ADVANCED PAEDIATRIC CENTRE, PGIMER, CHANDIGARH	Central Govt. Institute
47	AMRIT, ADVANCED TRAUMA CENTRE, PGIMER, CHANDIGARH	Central Govt. Institute
5.	CHATTISGARH	
48	AMRIT, AIIMS, RAIPUR	AIIMS
49	AMRIT, JNH & RC, SAIL, BHILAI	Central Govt. Institute
50	AMRIT, AIIMS, RAIPUR, UNIT-2, AYUSH	AIIMS
51	AMRIT, AIIMS, RAIPUR, UNIT-3, TRAUMA & EMERGENCY	AIIMS
6.	HARYANA	
52	AMRIT PHARMACY - MUNICIPAL CORPORATION, GURGAON	State Govt. Institute
53	AMRIT, KALPANA CHAWLA GOVERNMENT MEDICAL COLLEGE, KARNAL, HARYANA	Medical College
	AMRIT PHARMACY - PANDIT BHAGWAT DAYAL SHARMA POST GRADUATE	M 1: 10 ::
54	INSTITUTION OF MEDICAL SCIENCES (PGIMS), ROHTAK, HARYANA	Medical College
	AMRIT PHARMACY - SHAHEED HASAN KHAN MEWATI GOVERNMENT	
55	MEDICAL COLLEGE (SHKM), NALHAR, MEWAT	Medical College
	AMRIT PHARMACY - BHAGAT PHOOL SINGH GOVERNMENT MEDICAL	M 1: 10 II
56	COLLEGE, SONEPAT, HARYANA	Medical College
57	AMRIT PHARMACY - 2, PGIMS, ROHTAK	Medical College
58	AMRIT PHARMACY, NATIONAL CANCER INSTITUTE (NCI), JHAJJAR	AIIMS
7.	HIMACHAL PRADESH	
59	AMRIT, RCC, IGMC, SHIMLA	Central Govt. Institute
60	AMRIT, DR. RAJENDRA PRASAD GOVERNMENT MEDICAL COLLEGE KANGRA,	Medical College
00	TANDA, KANGRA	
61	AMRIT PHARMACY - NAHAN, SIRMOUR	Medical College
8.	JAMMU & KASHMIR	
62	AMRIT PHARMACY, BONE AND JOINT HOSPITAL, SRINAGAR	Medical College
63	AMRIT PHARMACY, SUPER SPECIALITY CANCER HOSPITAL, SRINAGAR	Medical College
64	AMIRT PHARMACY, GOVERNMENT DENTAL COLLEGE HOSPITAL, JAMMU	State Govt. Institute
65	AMRIT PHARMACY, SUPER SPECIALITY HOSPITAL, JAMMU	Medical College
66	AMRIT PHARMACY, SMGS HOSPITAL, JAMMU	Medical College
67	AMRIT PHARMACY, GOVERNMENT MEDICAL COLLEGE AND HOSPITAL, JAMMU	Medical College
68	AMIRT PHARMACY, SHER - I - KASHMIR INSTITUTE OF MEDICAL SCIENCES (SKIMS), SORA OPD BLOCK, SRINAGAR	State Govt. Institute
69	AMRIT PHARMACY, SHER - I - KASHMIR INSTITUTE OF MEDICAL SCIENCES (SKIMS), SORA EMERGENCY BLOCK, SRINAGAR	State Govt. Institute
70	AMRIT PHARMACY, SRI MAHARAJA HARI SINGH (SMHS) HOSPITAL, SRINAGAR	State Govt. Institute
71	AMRIT PHARMACY, GOVERNMENT MEDICAL COLLEGE, DODA	Medical College
72	AMRIT PHARMACY, GOVERNMENT MEDICAL COLLEGE, RAJOURI	Medical College
73	AMRIT PHARMACY, GOVERNMENT MEDICAL COLLEGE, KATHUA	Medical College
9. KA	RNATAKA	<u> </u>
74	AMRIT, NATIONAL INSTITUTE OF MENTAL HEALTH AND NEUROSCIENCES, BANGALORE	Central Govt. Institute
L		State Govt. Institute
75	AMRIT, KIDWAI MEMORIAL INSTITUTE OF ONCOLOGY, BANGALORE	State Govt. Histitute





	HLL Lifecare Limited (A Government of India Enterprise)	
10.	(A Government of India Enterprise) स्वस्थ पीढ़ियों के <b>KERALA</b>	लिए नवान्वषण
76	AMRIT, AKKULAM, THIRUVANANTHAPURAM	Stand alone
77	AMRIT, DISTRICT HOSPITAL, PEROORKADA	District Hospital
11.	MADHYA PRADESH	
78	AMRIT, AIIMS, BHOPAL	AIIMS
79	AMRIT, MGM MEDICAL COLLEGE AND HOSPITAL, M.Y, INDORE	Medical College
80	AMRIT, HAMEDIA HOSPITAL, GANDHI MEDICAL COLLEGE, BHOPAL	Medical College
81	AMRIT, NETAJI SUBHASH CHANDA BOSE MEDICAL COLLEGE, JABALPUR	Medical College
82	AMRIT, SHYAM SHAH MEDICAL COLLEGE, REWA	Medical College
83	AMRIT, BUNDELKHAND MEDICAL COLLEGE, SAGAR	Medical College
84	AMRIT, MEDICAL COLLEGE, GWALIOR	Medical College
12.	MAHARASHTRA	
85	AMRIT, ESIS WORLI	Central Govt. Institute
86	AMRIT, ESIS MULUND	Central Govt. Institute
87	AMRIT, ESIS NAGPUR	Central Govt. Institute
88	AMRIT, CHANDRAPUR MEDICAL COLLEGE	Medical College
89	AMRIT, VASANTRAO NAIK MEDICAL COLLEGE, YAVATMAL	Medical College
90	AMRIT, INDIRA GANDI MEDICAL COLLEGE, NAGPUR	Medical College
91	AMRIT, SUPER SPECIALITY HOSPITAL, NAGPUR	Medical College
92	AMRIT, AIIMS, NAGPUR	AIIMS
13.	MANIPUR	
93	AMRIT, RIMS, IMPHAL	Central Govt. Institute
14.	MEGHALAYA	





114	AMRIT, NEYVELI LIGNITE CORPORATION, NEYVELI	Central Govt. Institute
21.	TELANGANA	
115	AMRIT , AREA HOSPITAL, GOLCONDA, HYDERABAD	State Govt. Institute
116	AMRIT , DISTRICT HOSPITAL, KING KOTI, HYDERABAD	District Hospital
117	AMRIT , MODERN MATERNITY HOSPITAL, PETLABURJ, HYDERABAD	State Govt. Institute
118	AMRIT , AREA HOSPITAL, NAMPALLY, HYDERABAD	State Govt. Institute
119	AMRIT , GOVERNMENT DISTRICT HOSPITAL, SANGA REDDY	District Hospital
120	AMRIT , M G M HOSPITAL, WARANGAL	Medical College
121	AMRIT , DISTRICT HOSPITAL, KHAMMAM	District Hospital
122	AMRIT , AREA HOSPITAL, BHONGIRI	State Govt. Institute
123	AMRIT , M.N AREA HOSPITAL, MALAKPET, HYDERABAD	State Govt. Institute
124	AMRIT, GOVERNMENT GENERAL HOSPITAL, SIDDIPET	State Govt. Institute
125	AMRIT , DISTRICT HOSPITAL, NALGONDA	District Hospital
126	AMRIT, GOVERNMENT GENERAL HOSPITAL, SURYAPET	State Govt. Institute
127	AMRIT , OSMANIA GENERAL HOSPITAL, HYDERABAD	State Govt. Institute
128	AMRIT , NILOUFER HOSPITAL, HYDERABAD	State Govt. Institute
129	AMRIT PHARMACY -1, GOVERNMENT GENERAL HOSPITAL, NIZAMABAD	State Govt. Institute
130	AMRIT PHARMACY -2, GOVERNMENT GENERAL HOSPITAL, NIZAMABAD	State Govt. Institute

22.	TRIPURA	
133	AMRIT, RCC AGARTALA	Central Govt. Institute
23.	UTTAR PRADESH	
132	AMRIT, BHU, VARANASI	Central Govt. Institute
133	AMRIT, KING GEORGE MEDICAL UNIVERSITY, OLD OPD, LUCKNOW	Medical College
134	AMRIT, SHATABDI PHASE- I KING GEORGE MEDICAL UNIVERSITY, LUCKNOW	Medical College
135	AMRIT, ORTHO BLOCK, KGMU, LUCKNOW	Medical College
136	AMRIT, NEW OPD BLOCK, KGMU, LUCKNOW	Medical College
137	AMRIT, QUEEN MARY, KGMU, LUCKNOW	Medical College
138	AMRIT, BRD MEDICAL COLLEGE, GORAKHPUR	Medical College
139	AMRIT, SWAROOP RANI, HOSPITAL, MLN, ALLAHABAD	Medical College
140	AMRIT, GSVM, LLR HOSPITAL, KANPUR	Medical College
141	AMRIT, MAHARANI LAXMI BAI MEDICAL COLLEGE, JHANSI	Medical College
142	AMRIT, LPS INSTITUTE OF CARDIOLOGY(IOC),GSVM MEDICAL COLLEGE,KANPUR	Medical College
143	AMRIT, LLRM MEDICAL COLLEGE, MEERUT	Medical College
144	AMRIT, AIIMS, RAEBARELI	AIIMS
145	AMRIT, SUPER SPECIALITY CANCER INSTITUTE & HOSPITAL, LUCKNOW	State Govt. Institute
146	AMRIT, GOVERNMENT INSTITUTE OF MEDICAL SCIENCES (GIMS), GREATER NOIDA	State Govt. Institute
147	AMRIT, TRAUMA & SUPER SPECIALITY HOSPITAL, BHU, VARANASI	Central Govt. Institute
148	AMRIT, SAROJINI NAIDU MEDICAL COLLEGE, AGRA	Medical College
24.	UTTARKHAND	
149	AMRIT, AIIMS, RISHIKESH	AIIMS
150	AMRIT, THDC, RISHIKESH	Central Govt. Institute
151	AMRIT, JAWAHAR LAL NEHRU DISTRICT HOSPITAL, RUDRAPUR	District Hospital
25.	WEST BENGAL	
152	AMRIT, CHITTARANJAN NATIONAL CANCER INSTITUTE, KOLKATTA	Central Govt. Institute
26.	GUJARAT	
153	AMRIT DDPMJAS CIVIL HOSPITAL, AHMEDABAD	Medical College
154	AMRIT DDPMJAS, JUNAGADH GMERS	Medical College
155	AMRIT DDPMJAS, VS HOSPITAL AHMEDABAD	Medical College
156	AMRIT DDPMJAS LG HOSPITAL AHMEDABAD	Medical College





157	AMRIT DDPMJAS CIVIL HOSPITAL, SOLA	Medical College
158	AMRIT DDPMJAS GMERS, GANDHINAGAR	Medical College
159	AMRIT DDPMJAS GMERS, HIMMANTNAGAR	Medical College
160	AMRIT DDPMJAS CIVIL HOSPITAL SURAT	Medical College
161	AMRIT DDPMJAS PDU RAJKOT	Medical College
162	AMRIT DDPMJAS GG HOSPITAL JAMNAGAR	Medical College
163	AMRIT DDPMJAS SIT MEDICAL COLLEGE BHAVNAGAR	Medical College
164	AMRIT DDPMJAS SSG HOSPITAL VADODARA	Medical College
165	AMRIT DDPMJAS SHARDA BEHEN HOSPITAL, SARASPUR, AHMEDABAD	Medical College
166	AMRIT DDPMJAS GUJARAT MEDICAL & EDUCATION RESEARCH SOCIETY, VALSAD	Medical College
167	AMRIT DDPMJAS GMERS, VADNAGAR	Medical College
168	AMRIT DDPMJAS P.K HOSPITAL, RAJKOT	State Govt. Institute
169	AMRIT DDPMJAS GMERS, GOTRI	Medical College
170	AMRIT DDPMJAS SMIMER HOSPITAL AND MEDICAL COLLEGE, SURAT	Medical College
171	AMRIT DDPMJAS AMC DENTAL COLLEGE, KHOKHARA, AHMEDABAD	State Govt. Institute
172	AMRIT DDPMJAS SARDAR VALLABHAI PATEL INSTITUTE OF MEDICAL SCIENCES & RESEARCH(SVPIMSR), AHMEDABAD	Medical College
173	AMRIT DDPMJAS SARDAR VALLABHAI PATEL INSTITUTE OF MEDICAL SCIENCES & RESEARCH(SVPIMSR), UNIT-2, BASEMENT, AHMEDABAD	State Govt. Institute
174	AMRIT GMERS MEDICAL COLLEGE, DHARPUR, PATAN	Medical College
175-215	DEENDAYAL PHARMACIES AT 20 DISTRICT AND 21 SDHS1	20 DH & 21 SDH