TENDER DOCUMENT

SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF 40 KVA ONLINE UPS AT HLL FACTORY AT IRAPURAM, ERNAKULAM, KERALA

HLL Lifecare Limited
(A Government of India Enterprise)
Plot No.1 & 2, Rubber Park
Valayanchirangara P.O,
Ernakulam – 683556, Kerala, India
Phn: 0484- 2597200

HLL LIFECARE LIMITED

(A Government of India Enterprise)
Plot No.1 & 2, Rubber Park. Valayanchirangara P.O,
Ernakulum– 683556, Kerala, India
Phn: 0484-2597200

INVITATION FOR BIDS (IFB)

IFB No : HLL/IFC/UPS/2027-28
Date : 02-11-2026

HLL Lifecare Limited (HLL), a Government of India Enterprise is in the process of setting up of AMRIT Pharmacies at various locations in India. For the said project, sealed and super scribed bids are invited from competent and experienced Suppliers/Contractors who are capable to do the following work meeting their requirements as per our tender.

Sl No	Particulars	Description
1	Name of Item/Work	Supply, Installation, Testing & Commissioning of 40 KVA online UPS at HLL Factory at Irapuram, Ernakulam, Kerala as per Specification.
2	Location of Delivery/Work	HLL Factory, Irapuram, Ernakulam
4	Brief description of Item/Work	Installation of 40 KVA Online UPS one number.
5	Bid submission fee/Tender fee	Rs. 590/- including GST @ 18%
6	Bid Security/EMD	Rs. 10000/-
7	Bid Validity	1 Year
8	Period of completion	**2 Weeks** from the date of LOI / Order / Site clearance whichever is later
9	Warranty Period	**18 months** from the date of successful installation and commissioning
11	Pre Bid meeting– Date, time	Nil
12	Last date and time for online submission of bids	**16-11-2026 at 14:00 hrs**
13	Date and time of opening of e-tender	**16-11-2026 at 15:00 hrs.**
14	Performance Security/ Security Deposit	**5%** of the Contract amount shall be submitted as security deposit valid till completion of work

Sl No	Particulars	Description
15	Retention money	**5%** of the value of work done will be released after the completion of Warranty Period of 18 months
16	HLL A/c Details for payment of Tender Fees (Payment mode: NEFT/RTGS)	Name of Bank: State Bank of India A/c number: 67266462046 IFSC Code: SBIN0070558 Branch name: Valayanchirangara

Address for communication, receipt and place of opening of bids:

Manager (Purchase)
Purchase Division, HLL Lifecare Limited,
Plot No.1 & 2, Rubber Park. Valayanchirangara P.O,
Ernakulum– 683556, Kerala, India
Phn: 0484-2597200
E-mail: ifchll@lifecarehll.com, akhilmkumar@lifecarehll.com

2. The completed and sealed bid documents should be submitted to Manager(Purchase)**,** in the above address along with the EMD. The outer cover should bear the Enquiry No, closing date and General description of item tendered, and the words "DO NOT OPEN BEFORE" 15.30 Hrs (IST) on ---------- (Indicate the Closing Date). EMD shall be submitted in the form of demand draft drawn from a nationalized bank in favor of **HLL Lifecare Limited payable at Ernakulam**. Bids received after due date and time will be rejected. Any bid not accompanied by EMD will be rejected.

3. Bids will be opened in the presence of Bidders representative(s) who choose to attend on the specified date and time, at the office of HLL at the address given in Clause 2 (d) above.

4. In the event of the date specified for bid receipt and opening being declared as a closed holiday for the above purchaser's office, the due date for submission of bids and opening of bids will be the following working day at the appointed times.

5. HLL may, at its discretion, extend this deadline for submission of bids by amending the Bid Documents or any other reasons, in which case all rights and obligations of HLL and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

6. HLL will not be held responsible for the postal delay, if any, in the delivery of the bidding document or the non-receipt of the same. Bids sent by Telex/Fax/Telegraph will not be accepted.

7. SSI/MSME units interested in availing exemption from payment of EMD should submit a valid copy of their registration certificate issued by the concerned DIC or NSIC / Udyog Aadhaar. But the Party has to provide Security deposit if Tender is awarded to them.

8. The bidder will be disqualified if they have any record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.

9. The Bid must include the following information;
   a. Enquiry No.
   b. Promised Delivery/Completion Schedule
   c. Price Schedule in Format for Quoting
   d. All other documents/certificate/information as specified in the bid document.

10. In addition to the invitation for bids, the bidding documents include the following schedules.

    Schedule I - Conditions of Contract
    Schedule II - Forms and Declarations
    Schedule III - Schedule of Work

11. The company reserves the right to club or split the items of works, change the qualifying criteria at their discretion and to reject or cancel the Invitation for bids without assigning any reason thereof.

Manager (Purchase)

SCHEDULE I

CONDITIONS OF CONTRACT

1. PRICE

The basic rates quoted by the Bidder shall include cost of all materials and conveyance, labour charges; hire charges of plant and machinery, loading and unloading charges, insurance, Installation and commissioning charges, overheads, clearing of debris and all incidental charges etc for execution of the contract but excluding applicable GST for the work/service contract.

Price quoted should be firm without any escalation till the order is completely executed.

2. TAXES/DUTIES/LEVIES

The contractor shall be entirely responsible for all applicable taxes including GST, duties, license fees etc. incurred until successful completion of contract.

3. ESCALATION

The basic rates quoted by the Contractor in the contract documents shall be final and shall not be subjected to any change due to the increase in labour wages or inflation in the cost of materials or any other price variations due to any reason during the stipulated time period of the contract or during the extended time period of completion.

4. COMPLETION TIME

The items/Work as per the tender specifications shall be completed within a period of **2 Weeks** from the date of notification of award/date of site clearance whichever is later.

Time being the essence of the Contract, the work/delivery of items, stipulated should be strictly adhered to. Delay in delivery/non delivery/incompletion of the Specified Item/work will cause loss and/or damage to Purchaser.

5. PAYMENT TERMS

The contractor can submit two running account bills during the work period and payment made as below:

a) 75 % of the bill value will be paid on supply , installation and testing & Commissioning
b) 20% of total bill value will be paid after obtaining Work Completion certificate by Engineer in Charge/Officer in Charge of HLL Lifecare Ltd.
c) 5% amount of the Bill will be retained as retention money and will be released only after the Defect liability period of **18 months.**

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The bills are to be submitted detailing the work description, quantity and rate as per the Work Order.. For supply of capital items, duly certified delivery challan/supporting documents such as Warranty Certificates etc. shall be enclosed along with bill.

The payment has to be made to the Contractor for the total value of the works done; at contract rates plus the applicable GST.

Tax Deduction: All statutory deductions like Income Tax (TDS), GST (TDS), Workers Welfare Fund, E.S.I., P.F. or any other government-imposed liabilities shall be borne by the Contractor (as applicable at the time of execution of job) and shall be deducted from each bill submitted by the Contractor.

6. SECURITY DEPOSIT

6.1 On receipt of notification of award, simultaneously with the execution of the contract, successful bidder shall furnish a Security deposit in the form of a Demand Draft from a nationalized bank drawn in favour of HLL Lifecare Limited, payable at Valayanchirangara or a Bank Guarantee from a nationalized bank, for an amount equal to 5% of the total contract value as Security Deposit for his faithful execution of contract. The Security deposit should be valid until successful completion of the contract and acceptance of the Equipment/works by the purchaser/owner and will be released after acceptance of the Equipment/works by the purchaser/owner. In case of a delay in the works the validity of security deposit shall be extended.

6.2 Within 7 days of the receipt of notification of award from the purchaser/owner; the successful Bidder shall furnish the security deposit in the form of a Demand Draft or Bank Guarantee in the security deposit form to be sent along with the Notification of Award.

6.4 Failure of the successful Bidder to accept the notification of award or submission of security deposit within the timeframe shall constitute sufficient grounds for the annulment of the award and, in which even the purchaser/owner may make the award to the next lowest evaluated bidder or call for new bids.

6.5 Forfeiture of Security Deposit:

If the successful bidder / Contractor fails to supply the ordered material at the rate finalized or execute the work and / or supplies only part quantity / partially execute the work or fails to comply with the terms and conditions of the purchase order / work order the security deposit furnished will be forfeited / Bank Guarantee encashed.

7. INDEMNIFICATION CLAUSE

The Bidder shall indemnify and hold harmless the Owner/Purchaser from and against the below mentioned:

i. All claims, demands, action, proceedings, losses, damages, liabilities, cost, charges, expenses or obligations that are occasioned or may occasion to HLL as a result of our non-payment of any statutory dues levied/leviable on the Contractor or the Contractor committing breach of any the rules, regulations, orders, directives, instructions that may be issued by any authority under various Labor Laws, PF, ESI Acts and all other applicable Laws/Acts/Rules or any other Statue or Laws for the time being in force

ii. Any damages, loss or expenses due to or resulting from any negligence or breach of duty on our part or on the part of Sub-Contractor/s, if any, servants or agents of the Bidder.

iii. Claims, if any, of the employee or the Contractor and its Sub Contractor/s, under the Workmen's Compensation Act, 1923 and Employer's Liability Act 1938 or Various Labor Laws or any other Laws rules and regulations in force for the time being in India and any acts replacing and/or amending the same or any of the same as may be in force at the time and under any law in respect of injuries to persons or property arising out of and in the course of the execution of the contract work and / or arising out of and in the course of employment of any workmen / employee.

iv. Any non - compliance or improper compliance of statues, rules and regulations which are applicable to HLL and also to the Contractor and to the employees , in respect of (a) Employees' Provident Fund and Miscellaneous Provision Act, 1952, (b) Employees State Insurance Act, 1948, © Contract Labor (R&A) Act, 1970 (d) Minimum Wages Act, 1948 (e) Payment of Wages Act,1936 (f) Bonus Act, 1965 (g) Workmen's Compensation Act, 1923 and / or any other laws which may become applicable in respect of the Contract/ Agreement between HLL and the Bidder.

v. Any Act or omission by us or our Sub-contractor/s, if any, our /their servants or agents which may involve any loss, damages, liability, civil or criminal action.

vi. To protect against all claims for damage caused due to non-obtaining of insurance policy during the project period.

8. FORCE MAJEURE

a. Neither the Contractor nor the Purchaser/Owner shall be considered in default in the performance of their obligations as per the Contract so long as such performance is prevented or delayed because of strikes, war, hostilities, revolution, civil commotion, epidemics, pandemics, accidents, fire, cyclone, flood or because of any law and order proclamation, regulation or ordinance of Government or subdivision thereof or because of any act of God. The proof of existence of force majeure shall be provided by the party claiming it to the satisfaction of the other.

b. The Contractor shall advise Purchaser/Owner initially by a Fax, followed by post, the beginning and end of any of the above causes of delay, failing which Purchaser/Owner shall not be liable to consider delays due to the above reasons. Notice as stated above should be given even in case where only the Contractor's bids are under the consideration of the Purchaser/Owner and no acceptance of the same has been given and detailed order issued.

c. In the event of definite delay even if arising out of reasons due to force majeure, Purchaser/Owner shall have the right at their discretion to cancel the Order or part of the Order without any liability on their part to make any payment to the Contractor while reserving the right to claim refund of and any payment if advanced or paid to Contractor.

9. DELAY IN WORK EXECUTION DUE TO REASONS BEYOND CONTRACTOR'S CONTROL

a. Force majeure: If the execution of work is delayed due to force majeure, then Purchaser/Owner as per the affected period may extend the time period.

b. In case work is delayed due to non-availability of stores supplied by Owner or any decision by Owner holding the progress of work, the contractor then upon any such happening causing delay shall immediately but not later than 10 days, give notice thereof in writing to the Owner, but nevertheless use constantly his best effort to prevent or make good delay. The Owner may in his discretion grant such extension of time as may appear reasonable to him and the same shall be communicated to the contractor in writing and shall be final and binding on him and the contractor shall be bound to complete the work within such extended time.

10. CHANGE ORDERS (APPROVAL FOR VARIATIONS)

10.1 Purchaser/Owner reserves the right to alter the Scope of Work (See Clause 10 and 30) and consequently the Contract Price shall be suitably adjusted for such changes by applying the approved rates. All change orders shall be issued by the Engineer-in-Charge and the onus shall be on the Contractor to obtain such prior written consent of the Engineer-in-Charge.

10.2 There shall be an order in writing to execute the extra item of work duly signed by the Agreement Authority before its commencement.

10.3 If the contractor finds, after examining the specifications and plans that extras are involved, he should give notice to the Engineer-in charge to this effect and shall proceed with the execution of the extra item only after receiving instructions in writing from Engineer-in charge and Agreement Authority.

10.4 Extra items may be classified as new, additional, substituted or altered items, depending, on their relation or otherwise to the original item or items of work.

The rates for extra items shall be worked out as below:-

10.5 In the case of all extra items whether altered or substituted, for which similar items exist in the contract, the rates shall be derived from the original item by appropriate adjustment of cost of affected components. The percentage excess or deduction of the contract rate for the original item with reference to the estimated rate shall be applied in deriving the rates for such items. The Engineer in charge's interpretation as to what is a similar class of work shall be final and binding on the Contractor.

10.6 In the case of extra items, whether altered or substituted, for which similar items do not exist in the contract, the rates shall be arrived at on the basis of provision of standard data Book and schedule of rates of CPWD after applying the contractor's quoted percentage above or below.

10.7 In the case of extra items, whether additional altered or substituted, for which the rates cannot be derived from similar items in the contract, and only partly from similar items in the contract, and only partly from the CPWD rates, the rates for such part of items as are not covered in the schedule of rates shall be determined by the Project Management Consultant on the basis of the prevailing market rates giving due consideration to the analysis of the rate furnished by the Contractor with supporting documents, including contractor's profit. For the other part of the items the rates can be derived from the recent schedule of rates of C.P.W.D.

10.8 In the case of extra item whether additional, altered, substituted, for which the rates cannot be derived either from similar item of work in the contract or from the CPWD schedule of rates, the contractor shall within 14 days of the receipt of order to carry out the said extra item of work, communicate to the Project Management Consultant the rate which he proposes to claim for the item, supported by analysis of the rate claimed and the Project Management Consultant shall within one month thereafter, determine the rate on the basis or the market rate giving due consideration to the rate claimed by the contractor.

10.9 In all the above cases, the approved rates for extra, additional, altered or substituted items shall not exceed the rate which is arrived on the basis of the prevailing local market rates at the time of ordering or executing the extra item whichever is earlier.

10.10 Wherever, the term "tender excess or tender deduction" appears, it shall mean the overall percentage variation of estimated cost and agreed amount of contract.

10.11 The work mentioned above shall comprise the entire subsidiary and incidental items of works connected there within the same site as may be ordered to be done from time to time by the Consultant even though such works, may not be shown in the said drawings or described in the said specifications.

10.12 Extra items/substituted items if any shall be executed by the Contractor at the rates arrived from the Delhi schedule of rates, and in case of non-availability in the Schedule of Rates, by local market rates duly certified by Purchaser/Owner subject to Technical Sanction/Revised Technical Sanction. The contractor shall take earnest steps to complete the work within the limit of the awarded value. If the value of work exceeds the awarded amount, prior sanction of competent authority shall be obtained and in such cases the revised estimate will be submitted by the contractor as per PWD norms for getting revised Administrative Sanction from the Client/consultant.

10.13 Any additional work necessitated for proper completion as per the requirements of client shall be executed at additional amount in accordance with the DSR rates at the time of tender. The time of completion of work shall also be further extended according to the quantum of additional works to be executed.

11. LIQUIDATED DAMAGES FOR DELAYS

If the work is not completed and handed over to the Purchaser/Owner within the time stipulated in the Order, Purchaser/Owner may at their option, either (1) recover from the Contractor liquidated damages at the rate of 0.5 % of the total contract value for every week of delay, subject to a maximum of 7.5 % of the total contract value, or (2) at the risk and cost of the Contractor and without prejudice to the other remedies/rights as per the Contract, terminate the order wholly or partially and complete it themselves or reassign it to other contractors.

12. SCOPE OF SERVICES, SUPPLIES AND MATERIALS:

The scope will include all services, supplies etc. for the satisfactory execution of the Contract except in so far as any of those are expressly excluded.

13. SPECIAL INSTRUCTIONS

13.1 The bidder shall visit the site before quoting for the work and also take their own assessments before quoting of bids.

13.2 All pages of the bid, except for un-amended printed literature shall be signed by the person or persons signing the bid. The seal of the company shall be stamped in all pages.

13.3 Bids shall be made in English. The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be signed by the person or persons signing the bid.

13.4 To assist in the examination, evaluation and comparison of bids, the Owner 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 rate or substance of the bid shall be sought, offered or permitted.

13.5 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be calculated. If there is a discrepancy between the words and figures of unit price, the amount in words of unit price shall prevail.

13.6 Prior to the detailed evaluation, the Owner will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these clauses, a substantially responsive bid is one, which conforms to specifications and all the terms and conditions of the bidding documents without material deviation. The Owner's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

13.7 The Owner's determination as to the substantial responsiveness or otherwise of each bid or consideration of a minor informality or non-conformity or irregularity is final and conclusive.

13.8 The Owner reserves the right to negotiate with the lowest evaluated responsive bidder.

13.9 The Owner will award the Contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined as the lowest evaluated bid provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily for the items offered.

13.10 Prior to the expiration of the period of bid validity, the Owner will notify the successful Bidder in writing by or cable or telex or fax, to be confirmed in writing by post, that its bid has been accepted. The notification of award may be sent in the form of Letter of Intent and/or Work order.

13.11 The signed acceptance of the notification of award by the Contractor will constitute a concluded contract.

13.12 The work should be carried out without causing any inconvenience to the public and shall ensure that no damages are caused to the existing site premises.

13.13 During the execution of work, the contractor or authorized representative should be present at site.

13.14 All Materials, Equipment's/ Tools required for the work should be arranged by the contractor and brought to site for the timely completion of the work.

13.15 The materials used shall be as per specification and of good quality.

13.16 The Contractor has to arrange necessary insurance coverage for the machine, workmen etc. deployed by him. He shall arrange all safety measures to protect his workmen and also the properties of HLL/Hospital Building. The work site safety of all employees, their ESI, PF etc will have to be borne by the contractor.

13.17 The work should be carried out in truly professional manner, neatly finished with proper line, level and plumb. Cleanliness and finishing of the job is of utmost importance. Hence the job should be done most carefully with best workmanship. For all finishing jobs samples should be approved from the Purchaser/Owner before completely executing the work.

13.18 The Purchaser/Owner should be immediately informed for any discrepancy in drawings, specifications and instructions in the execution of job before actual execution of particular item having discrepancy.

13.19 Any item found to be having been executed with poor workmanship then the Contractor shall have to rectify /reconstruct the work as specified by Purchaser / Owner. No extra charge will be admissible in such case. If contractors fail to do so, the Purchaser / Owner reserved the right to rectify/reconstruct the work through some other agency at the expenses of Contractor.

13.20 The schedule of activities as submitted by the Contractor shall have to be strictly adhered to. Regular progress reports shall have to be submitted by the Contractor giving all details for monitoring of the schedule.

13.21 The Contractor shall make initial drawings/layouts (as per site conditions) and get it approved by HLL before execution.

13.22 Special care is to be taken for cleanliness of the site. After the end of day's work, the site should be cleaned immediately.

13.23 The Contractor shall have to co-operate with the agencies executing other works in the same area.

13.24 While executing the work, the Contractor shall ensure safety and security of the property of the Purchaser/Owner so as to avoid theft etc.

13.25 Measurement & Payment terms:

The method of measurement of completed work shall be in accordance with the standard measurement. Final Payment will be made on satisfactorily completion of work as per the order. Interim or running account bills shall be submitted by the contractor for the work executed on the basis of such recorded measurements in the format of HLL. All such interim payments shall be regarded as payment by way of advances against final payment only, and shall not preclude the requiring of bad, unsound and imperfect or unskilled work to be rejected, removed, taken away and reconstructed or re-erected. Any certificate given by the

officer relating to the work done or materials delivered forming part of such payment, may be modified, or corrected by any subsequent such certificate(s) or by the final certificate and shall not by itself be conclusive evident that any work or material so which it relates is /are in accordance with the contract and certificate. Any such interim payment, /any part there of shall not in any respect conclude, determine or affect in any way powers of the engineer in charge under the contract or any of such payment s be treated as final settlement and adjustment of accounts or in any way vary or affect the contract.

13.26 The Quantity shown in the schedule is an approximate estimated quantity. No rate revision will be entertained if the quantity increases/decreases due to the site condition while executing the work.

13.27 Water and Electricity: The contractor shall make his own arrangement for water and electricity required for the works. HLL will not be responsible for the supply of either electricity or water.

13.28 During the execution of work, the contractor or authorized representative/s at least one person having technical qualification should be present at site.

13.29 The contractor shall comply with by-laws and regulation of local and statutory authorities having jurisdiction over the work and shall be responsible for payment of all statutory fees and other charges and the giving and receiving of all necessary notices and the Owner shall be kept informed of the said compliances with by-laws, payment made, notices issued and received. All statutory payments shall be made by the Contractor and the same will be reimbursed by HLL on producing original challans/receipts.

13.30 Electrical

The work shall be carried out by a contractor holding valid licence issued by the State Government/Competent Authority for carrying out installation work of all voltage classes involved, under direct supervision of the persons holding valid certificates issued or recognized by the state government/competent authority.

13.31 General Conditions for capital items

a. The equipment/items should be complete with all accessories and interconnections.
b. The purchaser will be providing the required electrical supply to the equipment. All wiring requirements within the equipment are to be provided by the supplier as per standard.
c. The equipment/items offered should be suitable for Indian electrical ratings as follows.
   Power supply: 200-230V, 50 Hz (Single Phase) or 400-440 V, 50 Hz (3 Phase)
d. The suppliers should submit 3 copies of the following documents, relevant to their scope of supply, along with delivery & commissioning of the Unit :

Relevant Test Certificates, Operation & Maintenance Manual, Installation Manual, Troubleshooting Manuals, Guarantee Certificate

e. Any other related documents
f. Any deviations from the bid documents shall be clearly indicated.
g. The bid should be complete with all the relevant details.

12.1 Final payment shall be paid only after clearing the site as per direction of Engineer-in- charge / Officer in charge.

14. ENTIRETY OF THE AGREEMENT

All of the terms agreed to between the Supplier / Contractor and Purchaser / Owner will be included in the Purchase / Work Order / Contract and no their communication, proposal or understanding, written, oral or implied, will be considered to be included in the Purchase / work Order / Contract or form part of the Contract between the Supplier/Contractor and Purchaser / owner unless specifically agreed to in that behalf in writing between Supplier/Contractor and Purchaser / owner.

15. CORRESPONDENCE

All correspondence relating to this Order including Invoice shall be in English, to:

Manager (Purchase),
HLL Lifecare Limited (A Government of India Enterprise)
Plot No.1&2, Rubber Park, Valayanchirangara P.O,
Ernakulam – 683556
Kerala, India
Phn: 0484-2597200
E-mail: akhilmkumar@lifecarehll.com, ifchll@lifecarehll.com

16. SETTLEMENT OF DISPUTES

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.

The Courts at Thiruvananthapuram alone shall have jurisdiction in respect of settlement of any matter arising out or in connection with the contract.

HLL/IFC/UPS/2027-28 **02.11.2026**

SCHEDULE - C

MINIMUM ELIGIBILITY CRITERIA

Sl No	Eligibility Criteria	
1	Bidder should have a valid Certificate of the following:	
	a.	GST Registration
	b.	IT PAN Card
	Note:	Copy of valid certificates for the above shall be submitted in proof of the same
2	The duly signed acceptance form as per item no-1 of Schedule-H to be attached	
3	Has the Contractor/Firm/Company ever been black listed by the Govt. /or the registering authority. (Yes/No).	
	Note:	1. Declaration form duly filled as per item no-2 of Schedule-H to be attached 2. The bidder will be disqualified if they have any record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.
4	Completion period duly filled as per item no-3 of Schedule-H to be attached	
5	Bidders should have experience of having successfully completed at least 3 Nos of UPS set installations of capacity greater than or equal to 20 kVA in all aspects within a period of last 5 years ending 31-10-2026.	
	Note:	1. For Govt. /Departmental works, completion certificate and corresponding WO issued by the Competent Authority (Exe.Engr, Supt. Engr., etc) shall be submitted. Completion certificates for works issued by private parties shall be supported by TDS certificates. 2. Work completion certificate as per item no-4 to be attached.
6	Average annual financial turnover of the bidder during the last 3 years, ending 31st March of the previous financial year, should be at least **INR 15 Lakhs**.	
	Note:	Enclose audited Balance sheets in proof for the above period along with Turn Over Details form duly filled as per item no-5 of Schedule-H
7	Duly filled and signed copy of requisition for e-payment form along with clear and visible scan copy of cancelled cheque as per item no-6 Schedule-I of this bid document in original.	
8	Other documents such as Power of Attorney, in case an authorized representative has signed the tender, Copy of detailed Specification of quoted items including catalogs of the same etc.	

9	The bidder must submit a valid Manufacturer Authorization Form (MAF) for this tender from the Original Equipment Manufacturer (OEM) of Diesel Generator Set a) The OEM Authorization Letter shall: • Be issued on OEM letterhead • Clearly mention the tender reference • Specifically authorize the bidder for quoting and executing this project • Confirm warranty and after-sales support commitment • Be duly signed and stamped by authorized signatory of OEM b) In case the bidder is itself the OEM, a self-declaration on company letterhead shall be submitted. c) Authorization issued by distributors or dealers will not be acceptable unless accompanied by a back-to-back authorization from the OEM. d) Failure to submit valid OEM authorization may lead to rejection of the technical bid.
10	The bidder shall submit compliance with tender technical specifications against each item, along with catalogs, details of model and make offered. Any bid without proper submission of technical compliance/offered model will be deemed unresponsive.

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Bidders who doesn't comply to any of these criteria will be summarily rejected.

I HLL/IFC/UPS/2027-28 **02.11.2026**

SCHEDULE - E

QUESTIONNAIRE TO BE FILLED FOR MINIMUM ELIGIBILITY CRITERIA

1	Have you submitted Rs. 10,000/-towards Earnest Money Deposit and Rs 590/- towards Tender Fee?	YES / NO
1.1	Are you interested in availing exemption from payment of Tender Fee & EMD?	YES / NO
1.2	If yes, Have you submitted duly filled Bid Security Form?	YES / NO
1.3	Are you SSI/MSE/ NSIC/start up units, If yes have you submitted copy of Udhyam Certificate?	
1.4	Can you undertake the contract as given in the SCHEDULE G?	YES / NO
2	Do you agree to provide Security Deposit for an amount of 5% of Order Value as Bank guarantee from a National / Scheduled Bank before under taking the work, if awarded?	YES / NO
3	Have you attached the Declaration along with this Bid?	YES / NO
4	Do you have experience of having successfully completed at least 3 Nos of UPS installations of capacity greater than or equal to 20 kVA in all aspects within a period of last 5 years ending 31-10-2026.	YES / NO
5	Are you ready to comply with all requirements of GMP and Drugs Control Rules & Regulations?	YES / NO
6	Have you submitted Letter of Acceptance to undertake the works mentioned in the Technical Part of the Tender Document?	YES / NO
7	Has the Tenderer submitted the Ffinancial Turnover of last 3 years ending 31.03.2026 and should have at least INR 15 lakhs as turnover and should submit the necessary supporting documents	YES / NO
8	Will you meet all the legal / statutory requirements with respect to this work?	YES / NO

All the information provided herein are true and correct.

Place:
Date: NAME & SIGNATURE OF THE TENDERER

HLL/IFC/UPS/2027-28 **02.11.2026**

SCHEDULE - F

QUESTIONNAIRE
(GENERAL INFORMATION OF THE TENDERER)

1	Name & Address of the Tenderer	
a	Land Phone	
b	Mobile Phone	
	Fax No	
	E-mail address	
	Name of contact person (in case of organization)	
	Goods Service Tax (GST) No	
2	Whether individual /proprietary/Partnership firm /Limited Co./Society	
a	If society, Whether Regd. Charitable Society/ Co-operative Society/Labour Supply Society	
b	The Act under which Regd	
c	Registration No. & Date	
d	Details of governing body (Please attach attested copies as proof for the above)	
e	Details of Financial stability	
i	Name and address of your Bank	
ii	Bank Account : Type	
iii	Account No	
iv	What is your financial stability (Rs.) (Please enclose copy of audited Annual Report for the last two years in case of Societies / firms / Company)	
3	In the case of individuals, Details of Financial stability	
A	Name and address of your Bank	
B	Bank Account : Type	
C	Account No	
4	Statutory Requirements	
A	Are you registered with EPF, ESI?	YES / NO
B	If YES the code Nos of EPF & ESI	

C	If 'NO', can you take it within one month?	YES / NO
E	If there is no license, do you agree to take license within two weeks of awarding the work, if the work is awarded to you?	YES / NO
F	Do you have experience in carrying out works mentioned in Tender Notice or similar works on contract basis?	YES / NO
a	If 'YES' give details of nature of contract work and experience and no. of workers engaged. Also attach the copy of Certificate in proof	
G	Are you ready to undertake and carry out the work in the Tender by engaging adequate manpower without fail as per the terms and conditions given in the Tender Notification?	YES / NO
H	Have you read, understood and agree to abide by the terms and conditions of the agreement to be signed by the Tenderer and the Company, once the work is awarded?	YES / NO

HLL/IFC/UPS/2027-28 **02.11.2026**

SCHEDULE - G

TECHNICAL SPECIFICATIONS

SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF 1000 KVA DG SET AND ALLIED WORKS

1. SCOPE OF WORK

The work under this contract shall include , supply, transportation, unloading, storage, installation, testing, commissioning, and handing over of a 40 kVA one no of online UPS with all accessories required for complete and satisfactory operation.

1. SITE VERIFICATION

The bidder shall visit the site and acquaint himself with the site conditions, existing installations, and scope of work. No claim arising out of lack of site knowledge shall be entertained.

17. SAFETY REQUIREMENTS

All works shall be carried out in compliance with applicable safety regulations. Proper earthing, fire safety measures, exhaust handling, and fuel safety provisions shall be ensured.

SPECIFICATION OF 40 KVA UPS

Online UPS
Capacity: 40KVA
Input: 3ph, Output: 3ph
IGBT based pure true Online UPS System with a suitable battery to provide 30 min backup
With Battery rack , DC cables, battery MCB, and all necessary accessories-
WITH INBUILT ISOLATION TRANSFORMER
UNITY POWER FACTOR- 1 WITH 3 yrs warranty

HLL/IFC/UPS/2027-28 **02.11.2026**

SCHEDULE - H

FORMS AND DECLARATIONS

1. ACCEPTANCE FORM

(To be submitted in the letter pad of the firm indicating full name and address, telephone & fax numbers etc.)

From

To

The Unit Chief (IFC)
HLL Lifecare Limited
(A Government of India Enterprise),
Irapuram Factory, Cochin – 683 556

Name of Work: Supply, Installation, Testing and Commissioning of 1000 kVA DG set and allied works at HLL Factory, Irapuram, Ernakulam – reg.

Dear Sir,

I / We, hereby offer to design / fabricate / supply / install / test / validate / commission as detailed in schedule hereto or such portion thereof as you may specify in the acceptance of Bid at the price given in the price bid and agree to hold this offer open for **one year** from the date of bid opening prescribed by the Purchaser. I/We have understood the terms and conditions mentioned in the invitation for bid and Conditions of Contract furnished by you and have thoroughly examined the specifications quoted in the bid document hereto and are fully aware of the nature of the scope of work required and my/our offer is to comply strictly in accordance with the requirement and the terms and conditions mentioned above.

We are hereby attesting all the pages of the tender document & submitting the same in proof of our acceptance of the terms of the tender.

Yours faithfully,

SIGNATURE OF THE BIDDER WITH SEAL

2. DECLARATION

(To be submitted in the letter pad of the firm indicating full name and address, telephone & fax numbers etc.)

I/we hereby confirm that we have quoted for all Schedules in the Price Bid as mentioned in the Tender document.

I/we hereby confirm that I/we have ***NOT BEEN BLACKLISTED*** by any Central/State Government Departments or Central/State PSU's or local bodies or other Govt. authorities.

I/we have not any record of ***poor performance*** such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.

If, at any stage, it is found to be incorrect, I / we understand that we will be disqualified from the tender.

SIGNATURE (S) OF BIDDER WITH SEAL

3. COMPLETION PERIOD

(To be submitted in the letter pad of the firm indicating full name and address, telephone & fax numbers etc.)

Supply, Installation, Testing and Commissioning of 40KVS UPS and allied works at HLL Factory, Irapuram, Ernakulam as per schedule of Work and shall be completed within a period of **2 Weeks** from the date of notification of award / date of site clearance, whichever is later.

SIGNATURE OF THE BIDDER WITH SEAL

HLL/IFC/UPS/2027-28 **02.11.2026**

WORK COMPLETION CERTIFICATES

DETAILS OF ORDERS FOR SIMILAR SUPPLY SUCCESSFULLY COMPLETED DURING THE LAST 2 YEARS **(ENCLOSE COMPLETION CERTIFICATES FROM CLIENT)**				
SL. No.	Name of Client with full address, telephone numbers and nature of work	Work Order No. and date	Work completion certificate No. and date	Final Executed Value

NOTE:

Bidders should have experience of having successfully completed at 3 Nos of UPS set installations of capacity greater than or equal to 20 kVA in all aspects within a period of last 5 years ending 31-08-2026

Note: a) For Govt. /Departmental works, completion certificate and corresponding WO issued by the Competent Authority (Exe. Engr., Supt. Engr., etc) shall be submitted. Completion certificates for works issued by private parties shall be supported by TDS certificates.

SIGNATURE OF BIDDER

4. TURN OVER DETAILS

(ENCLOSE DETAILS OF ANNUALISED TURN OVER OF THE CONTRACTOR / FIRM/COMPANY IN THE LAST 3 YEARS)

2022-2023: INR.

2023-2024: INR.

2024-2025: INR.

(Enclose audited Balance sheets in proof for the above period)

SIGNATURE OF BIDDER

Note: Average annual financial turnover of the bidder during the last 3 years, ending 31st March of the previous financial year, should be at least **INR 15 Lakhs**.

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SCHEDULE - I

REQUISITION FORM FOR E-PAYMENT

Certified that I am having a Savings / Current Account in <Name of Bank> ----------

---------- at <Name of Branch>---------- with <IFSC

Code> _____

The Account Number is: _____

I wish to receive all payments in this account through NEFT and RTGS systems, as the case may be, for all payments relating to this work.

Name of Bidder

Place: _____

Date: _____

(Attach Scanned copy of Cancelled cheque of above bank)

SCHEDULE-J

PERFORMA FOR AGREEMENT
(ON NON-JUDICIAL STAMP PAPER OF APPROPRIATE VALUE)

CONTRACT AGREEMENT FOR THE WORK OF ---------- DATED ---------

Between M/s---------- in the town of _____ hereinafter called the applicant (which term shall unless excluded by or repugnant to be subject or context include its successors and permitted assigns) of the one part and the HLL Lifecare Limited hereinafter called the HLL (which term shall unless excluded by or repugnant to the subject or context include its successes and assigns) of the other part.

WHEREAS

a. The HLL is desirous that the _____ _____ (name of work) at _____ should be executed as mentioned, enumerated or referred to in the tender documents including Press Notice Inviting Tender, other documents, has called for Tender.

b. The applicant has inspected the site and surroundings of the work specified in the tender documents and has satisfied himself by carefully examination before submitting his tender as to the nature of the site and local condition, the quantities, nature and magnitude of the work the availability of labour and materials necessary for the execution of work, the means of access to site, and the accommodation he may require and has made local and independent enquiries and obtained complete information as to the matters and things referred to or implied in the tender documents or having any connection therewith, and has considered the nature and extent of all the probable and possible situations, hindrances or interferences to or with the execution and completion of the work to be carried out under the contract, and has examined and considered all other matters, conditions and things and probable and possible contingencies, and generally all matters incidental thereto and ancillary thereof affecting the execution and completion of the work and which might have influenced him in making his tender.

c. The tender documents including the HLL's Press Notice Inviting Tender, rates, General obligations, period of completion of work. Letter of Acceptance of tender and any statement of agreed variations with its enclosures copies of which are hereto annexed form part of this contract though separately set out herein and are included in the expression Contract wherever herein used.

AND WHEREAS

The HLL accepted the tender of M/s ---------- (Applicant) for the ---------- ---------- (name of work) at ----------and conveyed vide letter No.---------- dated ---------- at the rates stated in the LOA for the work and accepted by the HLL (hereinafter called the Rates) upon the terms and subject to the conditions of the contract.

NOW THIS AGREEMENT WITNESSTH & IT IS HEREBY AGREED AND DECLARED AS FOLLOWS.

1. In consideration of the payment to be made to the contract for the work to be executed by him, the applicant hereby covenant with the HLL that the applicant shall and will duly provide, execute, complete and maintain the said work and shall do and perform all other acts and things in the contract mentioned or described or which are to be implied and there-from or may be reasonably necessary for the completion of the said works and at the said times and in the manner and subject to the terms and conditions or stipulations mentioned in the contract, AND

2. In consideration of the due provisions execution of the said work, the HLL does hereby agree with the applicant that the HLL will pay to applicant the respective amounts for the work actually done by him and approved by the HLL at the Schedule or Rates and such other sum payable to the applicant under provision of the contract, such payment to be made at such time in such manner as prescribed for in the contract.

It is specifically and distinctly understood and agreed between the HLL and the applicant that the applicant shall have no right, title or interest in the site made available by the HLL for execution of the works or in the building, structures or works executed on the said site by the applicant or in the goods, articles, materials, etc. brought on the said site (unless the same specifically belongs to the applicant) and the applicant shall not have or deemed to have any lien whatsoever charge for unpaid bills will not be entitled to assume or retain possession or control of the site or structures and the HLL shall have an absolute and unfettered right to take full possession of site and to remove the applicant, their servants, agents and materials belonging to the applicant and lying on the site.

In Witness whereof the parties hereto have here-into set their respective hands and seals in the day and the year first above written.

Signed and delivered for and on behalf of HLL	Signed and delivered for and on behalf of the applicant
(HLL LIFECARE LIMITED)	(Applicant)
OFFICIAL ADDRESS	
Date Place	Date Place
IN PRESENCE OF TWO WITNESSES	
SIGNATURE NAME	SIGNATURE NAME
SIGNATURE NAME	SIGNATURE NAME

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SCHEDULE -K

INDEMNITY CLAUSE

If the supplier fails to execute the order within the time prescribed for the delivery of goods ordered or violates or infringes the existing rates as agreed to as mentioned in the supply order, the supplier shall and will indemnify the company against all loses or damages whatsoever to be incurred or sustained including the legal cost or expenses incurred by the company by reason of non-delivery of equipment at agreed quantity and rate with in the time specified in the supply order. The company will initiate legal action if the supplier fails to execute the supply order as per the schedule in the supply order for the actual loss suffered. Responsiveness of the Bid shall be at the discretion of HLL.

The supplier shall have no right to change the conditions stipulated in the supply order.

Bid pronounced Non Responsive by HLL shall be summarily rejected.

The decision of HLL will be final and no correspondence of this shall be

entertained. We have read and understood the above conditions and agree to

abide by the same.

PLACE: NAME AND SIGNATURE OF THE APPLICANT

DATE:

(WITH OFFICE SEA

PRICE BID

SCHEDULE OF WORK					
SUB:	**SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF 40 KVA ONLINE UPS AT HLL- IFC.**				
SL.NO.	**ITEM DESCRIPTION**	**QTY.**	**UNIT RATE (Rs.)**	**RATE IN Rs. (tax Inclusive)**	**TOTAL AMOUNT IN Rs. (tax Inclusive)**
1	**SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF 40 KVA ONLINE UPS AS PER FOLLOWING SPECIFICATION IN THE TENDER**	1			
APPLICABLE TAXES & LEVIES					
GROSS AMOUNT IN RS (including taxes)					
(RUPESS IN WORDS)					
I agree to supply/execute the item/works specified at the above quoted rate/amount					
SIGNATURE OF THE CONTRACTOR					