

**HLL LIFE CARE LIMITED**  
**(A Government of India Enterprise)**  
**PEROORKADA.P.O.,**  
**THIRUVANANTHAPURAM - 695 005**  
**KERALA, INDIA**

**INVITATION FOR BIDS (IFB)**  
**(PRICE BID)**

**SUPPLY OF TAPE SEALING MACHINE – BOPP**

**AT**

**PEROORKADA FACTORY, THIRUVANANTHAPURAM, KERALA, INDIA**

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**HLL LIFECARE LTD**  
**(A GOVERNEMENT OF INDIA ENTERPRISE)**  
**PEROORKADA.P.O.**  
**THIRUVANANTHAPURAM – 695 005**  
**KERALA, INDIA**  
**Email: materialsaft@lifecarehll.com**  
**Ph. ( ++ 91 471) 2437270, 2435325**  
**Fax: ( ++ 91 471) 2435013**

INVITATION FOR BIDS (IFB)

**Tender no. : TENDER NO.: PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**Date : 17/01/2014**

HLL Lifecare Limited (HLL) invites sealed and super scribed bids under Single bid system (Price bid) for *SUPPLY OF TAPE SEALING MACHINE-BOPP TAPE* at HLL Lifecare Limited, Peroorkada Factory, Thiruvananthapuram.

The technical specification and other terms and conditions are given in the Tender documents, which can be had from our Website at [www.lifecarehll.com](http://www.lifecarehll.com) . The renderers can download the documents from our website and in such case the tender fee of Rs. 520/-should be paid by way of DD along with the price bid.

The Bidder is expected to examine the specifications and terms and conditions in the Bid Documents.

Any subsequent changes / amendments will be published only in our website.

Completed tenders in sealed cover super scribed with Tender No. should reach latest by 30/01/2014; 2.00 P.M. at the following address

Joint General Manager (Purchase)

HLL Lifecare Limited,

Peroorkada P.O.,

Thiruvananthapuram -- 695005

Kerala. India.

Ph. (++ 91 471) 2437270, 2433459, 2435325

Fax: (++ 91 471) 2435013

The scheduled date for issue, receipt and opening of bids is as follows.

- a) Date of issue of tender document - 17/01/2014 onwards.
- b) Last date and time for receipt of bids - 30/01/2014 to 15.00 Hrs.
- c) Date and time of opening of Technical bids - 30/01/2014, 15.30 Hrs.

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 above.

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

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 the HLL and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended. 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 email will not be accepted. 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 tender without assigning any reason there of.

**JOINT GENERAL MANAGER (PURCHASE)**

**HLL LIFECARE LIMITED**  
**(A Government of India Enterprise)**  
**THIRUVANANTHAPURAM-695 005, KERALA, INDIA**

**CONTENTS OF BIDDING DOCUMENTS**

1. Instruction to Bidders

- Schedule B - Specifications
- Schedule C - Conditions
- Schedule D - Company Details
- Schedule E - Technical Particulars
- Schedule F - Acceptance form
- Schedule G - Terms and conditions
- Schedule H - Certificate
- Schedule 1 - Price Bid

HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
THIRUVANANTHAPURAM-695 005, KERALA, INDIA

**INSTRUCTIONS TO BIDDERS**

1. The Bid is intended to procure material as per specification in Schedule-B.
2. The Bid must be accompanied by EMD of INR 14000/- by way of Demand Draft drawn in favour of M/s.HLL LIFECARE LIMITED (HLL) and payable at Thiruvananthapuram, India
3. The Bid shall be submitted in sealed covers separately. Tender No. shall be superscripted on the cover in order to clearly identify the tender. The tender complete in all respect, addressed to the Joint General Manager (Purchase) HLL LIFECARE LIMITED, Peroorkada P.O., Thiruvananthapuram – 695005, Kerala, India should reach us on or before the due date and time mentioned in the Tender Notification. HLL shall not be responsible for any delay, if any, in the delivery of the bidding document or non-receipt of the same.
4. a. The last date of receipt of Bid : 30/01/2014;15.00 Hrs.  
b. Date of Opening of Bid : 30/01/2014;15.30 Hrs.

HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
THIRUVANANTHAPURAM-695 005, KERALA, INDIA

**INSTRUCTIONS TO BIDDERS**

5. In the event of the date mentioned above being declared subsequently as holiday for the purchaser's office, the due date for submission and opening of bids will be the next working day at the same venue and time.
6. Bids received after the deadline for submission shall not be considered.

**7. SECURITY DEPOSIT:**

The successful bidder is required to furnish Security Deposit in the form of Demand Draft, drawn in favour of HLL Lifecare Ltd., payable at Thiruvananthapuram OR a Bank Guarantee for an amount equivalent to 5% of the total order value. The EMD of successful bidders will be converted to Security Deposit and will be refunded at the end of contract period. The successful bidder shall arrange for balance after adjusting the EMD amount. Security Deposit shall be retained (B.G. should remain valid) until successful completion of the contract and acceptance of the equipment/works by the purchaser. The Security Deposit will be released against performance guarantee for an amount equivalent to 10% of the total order value, in the form of Demand Draft/TT or Bank Guarantee by the supplier.

8. The successful bidder shall forward Security Deposit within 21 days from the date of receipt of the order in the form of Demand Draft OR Bank Guarantee

HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
THIRUVANANTHAPURAM-695 005, KERALA, INDIA

**INSTRUCTIONS TO BIDDERS**

9. The Bidder is expected to examine all specifications, Instructions, Forms, terms and conditions given in the Bidding documents. Failure to furnish all information required in the Bidding documents or submission of a Bid not substantially responsive to the bidding documents in every respect will be at the Bidders risk and may result in rejection of the Bid. Any clarification required will have to be obtained one week prior to the date of opening of the Bid.
10. A Certificate/Declaration as given in Schedule I stating that **ALL TERMS AND CONDITIONS** of this Tender is acceptable should accompany the tender failing which the tender is likely to be summarily rejected.
11. The EMD may be forfeited:
- (a) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Document; or
  - (b) In case of the successful Bidder, if the Bidder fails:
    - (i) To sign the agreement.
    - (ii) To furnish security deposit.
    - (iii) Does not accept the correction of his bid price pointed out by HLL



14 A complete set of bid document can be downloaded from the website [www.lifecarehl.com](http://www.lifecarehl.com). For any clarifications connected to the tender, please contact

Joint General Manager (Purchase),  
Phone No. +91 – 471-2435325,  
Email: [materialspft@lifecarehl.com](mailto:materialspft@lifecarehl.com)

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**HLL LIFECARE LIMITED**  
**(A Government of India Enterprise)**  
**THIRUVANANTHAPURAM-695 005, KERALA, INDIA**

**TENDER NO.** : PUR/08/R1/PB/Tape Sealing Mc/2013-14

**SUPPLY OF TAPE SEALING MACHINE – BOPP TAPE AT**  
**PEROORKADA FACTORY, THIRUVANANTHAPURAM, KERALA, INDIA**  
**SPECIFICATION**

1. Random type
2. Automatic flap closing
3. Range of dimensions of the master carton
  - Length (in mm) - 150 (min) and 890 (max)
  - Width (in mm) - 225 (min) and 750 (max)
  - Height (in mm) - 160 (min) and 750 (max)
  - Gross Weight (in kgs) - 5 (min) and 70 (max)
4. The BOPP Tape sealing should begin at a distance (depth) of around 75mm from the top surface of the box with the options to adjust the setting if any change is required.
5. Belt Speed 16 – 20 m/min. Positive top and bottom drive – for BOPP Tape sealing tall.
6. BOPP Tape sealing is to be done both on the top surface and bottom surface of the Master Carton
7. After taping the finish should be such that there are no creases, wrinkles and the finish of cutting should be perfect.
8. Other parts to be included in the machine are:
  - a. Carton counter with electronic digital display unit
  - b. Auto – off switch – power saving
  - c. In built tool box for maintenance
  - d. Telescopic legs precision – bed height adjustment
  - e. Safety arrangement with emergency switches
  - f. The machine is to be provided with wheels and brakes.

PLACE:

**NAME & SIGNATURE OF THE APPLICANT**

DATE:

(WITH OFFICE SEAL)

HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
PEROORKADA, THIRUVANANTHAPURAM-695 005, KERALA, INDIA

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**SUPPLY OF TAPE SEALING MACHINE – BOPP TAPE**  
**AT PEROORKADA FACTORY, THIRUVANANTHAPURAM, KERALA,**  
**INDIA**  
**CONDITIONS**

1. The tenderer should submit Earnest Money Deposit in the manner specified along with the tender document.
2. Power of Attorney in case an authorized representative has signed the tender.
3. The duly signed acceptance form conforming that all terms & conditions, technical specifications, drawings & volume of job are understood by the bidder Certificate that bid is in total conformity with the specifications and terms and conditions mentioned in the bid document.
4. Deviation if any, giving reasons for the deviation.
5. Even though the bidder meet the above qualifying criteria, they are subject to be disqualified if they have:
  - ❑ Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc...

HLL does not bind itself to accept the lowest or any tender, and reserves to itself the right to accept or reject any or all the tenders, either in whole or in part without assigning any reason for doing so.

**Place:**

**Signature**

**Date:**

**Name and address of the bidder with seal**

HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
PEROORKADA, THIRUVANANTHAPURAM-695 005, KERALA, INDIA

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**NAME OF WORK: SUPPLY OF TAPE SEALING MACHINE – BOPP AT  
PEROORKADA FACTORY, THIRUVANANTHAPURAM, KERALA, INDIA**

**COMPANY DETAILS**

A. Name of Firm/Company :

1. Postal address :

2. Telephone No :

FAX :

E-Mail :

3. Year of establishment of firm/Company :

B. In the case of Firm

1. Whether proprietary or partnership firm :

2. Name of Managing partner :

3. Name of other partners :

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

C. In the case of Company

1. Whether Private Limited or Public Limited  
Company :

2. Name of Managing Director :

3. Name of other Directors :

D. a) Experience in the field (in years):

E. Tax registration details (domestic vendors)

(a) CST No. / VAT No.

(b) TIN No.

F. Technical Specification: in **SCHEDULE E** (filled and enclosed)

G. Acceptance Form in **SCHEDULE F**

H. CERTIFICATE as per **SCHEDULE H**

I/We hereby certify that the details given in the application form are correct to the best of my/our knowledge. I /We have no objection in contacting any of our clients for reference.

**Place:**

**Signature**

**Date:**

**Name and address of the bidder with seal**

**SCHEDULE E**

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HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
PEROORKADA  
THIRUVANANTHAPURAM-695 005, KERALA, INDIA

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

(TO BE FILLED BY THE BIDDER)

**DETAILED TECHNICAL PARTICULARS FOR TAPE SEALING MACHINE-  
BOPP**

**SIGNATURE OF BIDDER WITH SEAL**

**ACCEPTANCE FORM**

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

From

To

JOINT GENERAL MANAGER (PURCHASE)  
HLL LIFECARE LTD  
PEROORKADA,  
THIRUVANANTHAPURAM – 695 005  
KERALA, INDIA

Dear Sir,

I / We, hereby offer to supply the equipment 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.

Yours faithfully,

**SIGNATURE OF BIDDER WITH SEAL**



HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
PEROORKADA, THIRUVANANTHAPURAM-695 005, KERALA, INDIA

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**TERMS & CONDITIONS**

1. The Tender should be completed in all respects. Incomplete tenders are liable to be rejected.
2. Unsealed Tenders received are liable to be rejected and this will be at the sole risk of the Tenderer.
3. The tender is liable to be suspended or cancelled at anytime at the discretion of the company without assigning any reason.

**In the event of placing orders: -**

- a. The tenderer shall return one copy of order signed and sealed as a token of acceptance.
- b. In case of rejection, the equipment should be taken back and replaced at yours risk and cost within 14 days of intimation from HLL.
- c. A certificate confirming that the equipment offered is environment friendly i.e., non-hazardous to the environment is to be enclosed with the Technical bid.

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**TERMS & CONDITIONS**

- d. The supplier agrees to supply strictly as per the specification mentioned in the order. HLL reserves the right not to receive the goods beyond the delivery date given in the order.
- e. **Liquidated damages for delayed supply:** - The parties have to abide by delivery schedule given in the supply order strictly. Penalty for delay @ 0.5% value of the materials per week of delay subject to a maximum of 7.5% of the value of the supply order will be imposed, if accepted by the Company after the stipulated delivery period.
- g. **Payment Terms:-**
- a) 70% of the value of supply shall be paid against supply and acceptance of equipment & accessories.
- b) 20% will be released after successful installation and commissioning
- c) 10% against submission of Performance Bank Guarantee for 10% of contract value. The PBG should be in the form of BG /Demand Draft/ TT in favour of HLL Lifecare Ltd, Thiruvananthapuram, India valid for one year from the date of installation and commissioning.

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**TERMS & CONDITIONS**

- c) Payment for incidental charges: The charges for incidental services including supervision, if provided separately in the contract, shall be paid after the said services have been performed to the satisfaction of the purchaser in accordance with the requirements of the contract

**WARRANTY**

The supplier shall warrant that the goods supplied under the contract shall have no defect arising from design, materials or workmanship. Period of warranty shall be twelve months from the date of installation and commissioning as certified jointly by the supplier and the Purchaser.

**INSURANCE**

The goods supplied under the contract, shall be fully insured by the supplier in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery.

**DELIVERY/COMPLETION PERIOD**

Time being the essence of the Contract, the delivery and completion period stipulated should be strictly adhered to. The Supplier should deliver the equipments as per the Contract within 4 months from the date of award of contract.

Delivery of the goods shall be made by the supplier in accordance with the terms specified by the purchaser in the notification of award.

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**TERMS & CONDITIONS**

**INSPECTION AND TESTS**

The purchaser or its representatives shall have the right to inspect the equipment and accessories and/ or to test the equipment to confirm if they match the specifications as per the order. The purchaser shall notify the supplier in writing of the identity of the representatives for the purposes.

The inspections and tests may be conducted on the premises of the supplier or at point of delivery and/or at site. Where conducted on the premises of the supplier, the Supplier should make available all reasonable facilities including tools, instruments, apparatus, equipment, facilities, and also access to drawings and production data, to enable the Purchaser's nominee to carry out such inspection/tests without obligations to the purchaser.

Goods under the Contact shall not be despatched unless they have been finally inspected by the purchaser or inspection waived and despatch specifically authorized in writing.

Should any inspected or tested goods fail to conform to the specifications and performance, the purchaser may reject them and the supplier shall either replace the rejected goods or make all alternations necessary to meet specification requirements free of cost to the purchaser, within a period of 15 (fifteen) days of intimating such rejection.

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**TERMS & CONDITIONS**

The purchaser's right to inspect, test and, where necessary, reject the goods after the good's arrival at site shall in no way be limited or waived by reason of the goods having previously been inspected, tested and passed by purchaser or its representatives prior to the good's dispatch from the place of manufacture.

Notwithstanding any such inspection/tests carried out at Supplier's works, the equipment shall be accepted only after receipt and successful commissioning at the site and the inspection/tests carried out at Supplier's works will not relieve his contractual obligations for conforming to the specifications under the contract.

**PACKING**

The supplier shall provide such packing of the goods as is required to prevent damage or deterioration during transit to site. The packing shall be sufficient to withstand, without limitation, rough handling during transit and open storage.

**TRANSPORTATION**

Bidders are required to supply equipments at our factory premises Peroorkada Thiruvananthapuram. The freight and Insurance charges are to be indicated in the rate schedule.

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**TERMS & CONDITIONS**

**INCIDENTAL SERVICES.**

As specified in the price schedule, the supplier may be required to provide any or all of the following services:

- a. Performance or supervision of on-site assembly, start-up and successful commissioning,
- b. Supply of tools required for assembly and/or maintenance ,
- c. Training of the purchaser's personnel.
- d. Performance or supervision of maintenance and/or repair of the equipments, for the period of warranty specified in the contract.

**SPARES**

The supplier shall offer unit prices valid for two years after the warranty period separately for such essential spare parts and accessories, which are recommended as necessary for 2 years and maintenance after warranty period. Details and Quotations for Annual Maintenance Contract/Comprehensive Maintenance Contract for 5 years after Warranty/Guarantee period to be provided.

HLL reserves the right, however, to order any of these spares or increase or decrease the quantity as it may finally decide at the rate given in the tender.

The jurisdiction of any dispute, suits and proceedings arising out of this tender shall be only in the court of Thiruvananthapuram, Kerala, India.

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**TERMS & CONDITIONS**

**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 losses or damages whatsoever to be incurred or sustained including the legal cost or expenses incurred by the company by reason of non-delivery of goods at agreed quantity and rate within 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.

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 SEAL)

HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
PEROORKADA  
THIRUVANANTHAPURAM-695 005, KERALA, INDIA

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**CERTIFICATE**

I / we hereby certify that the information given with this bidding document is correct. If, at any stage, it is found to be incorrect, I / we understand that the contract will be liable to be terminated and action could be taken against me/us by the Company for damages.

***SIGNATURE(S) OF BIDDER WITH SEAL***

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



HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
PEROORKADA  
THIRUVANANTHAPURAM-695 005, KERALA, INDIA

**PRICE BID**

**SUPPLY OF TAPE SEALING MACHINE – BOPP AT PEROORKADA  
FACTORY, THIRUVANANTHAPURAM, KERALA, INDIA**

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**CONTENTS OF PRICE BID FORMS**

1. SCHEDULE 1 - RATE SCHEDULE

**HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
PEROORKADA  
THIRUVANANTHAPURAM-695 005, KERALA, INDIA**

**14**

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-**

**PRICE BID  
HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
PEROORKADA  
THIRUVANANTHAPURAM-695 005, KERALA, INDIA**

**TENDER NO. : PUR/08/R1/PB/Tape Sealing Mc/2013-14**

**RATE SCHEDULE FOR SUPPLY OF TAPE SEALING MACHINE –BOPP  
AT PEROORKADA FACTORY, THIRUVANANTHAPURAM, KERALA.**

**Quantity: 1 Machine**

| PRICE PARTICULARS                    | PER UNIT | REMARKS |
|--------------------------------------|----------|---------|
|                                      | (IN RS.) |         |
| BASIC PRICE                          |          |         |
| EXCISE DUTY (% TO BE FURNISHED)      |          |         |
| CESS ON EXCISE DUTY                  |          |         |
| CST/VAT (% TO BE FURNISHED)          |          |         |
| FREIGHT                              |          |         |
| INSURANCE                            |          |         |
| INSTALLATION & COMMISSIONING CHARGES |          |         |
| OTHERS, IF ANY (PLEASE SPECIFY)      |          |         |
| TOTAL                                |          |         |
| (Rupees.....)                        |          |         |

**NB: In case of discrepancy between unit price and total price,  
the unit price shall prevail**

**Payment Terms:**

**SCHEDULE – 1**

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MINIMUM TIME REQUIRED TO COMPLETE THE }  
SUPPLY AFTER RECEIPT OF LETTER OF }  
INDENT /SUPPLY ORDER }

TIME REQUIRED FOR INSTALLING, TESTING &  
COMMISSIONING

VALIDITY: ONE YEAR

PLACE:

NAME AND SIGNATURE OF THE TENDERER

DATE:

(WITH OFFICE SEAL)