

**HLL LIFECARE LIMITED  
(A Government of India Enterprise)  
P.B.NO.2, PEROORKADA.P.O,  
THIRUVANANTHAPURAM - 695 005  
KERALA, INDIA**

## **TECHNICAL BID**

FABRICATION, ASSEMBLY, LEADING, INSTALLATION AND  
COMMISSIONING OF

**4 NOS. BUTTERFLY TYPE DOUBLE LINE AUTOMATIC CONDOM  
DIPPING MACHINES ON A TURNKEY BASIS**

FOR THE MANUFACTURE OF MALE CONDOMS AT OUR FACTORIES  
IN KERALA AND KARNATAKA

**IFB No : HLL/CED/CON-AUG/FABN/DM/2013**

**Date : 10-05-2013**

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**CERTIFICATE OF CONFIDENTIALITY**

We understood that HLL Lifecare Limited is the sole owner of the technology and equipment specification & drawings given to us. We hereby certify that the details given to us will be kept confidential and will not be used for any other purpose or transferred to third party.

**SIGNATURE (S) OF BIDDER**

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

## **TECHNICAL BID**

### **1. Bid Information**

- 1.1 The Technical Bid must include the following information;
- a. Proposed period of Completion.
  - b. All information requested in the bidding document.
  - c. The details specified under Technical bid evaluation criteria.

### **2. TECHNICAL BID EVALUATION CRITERIA.**

These sheets should be filled up after reading the complete bidding document and the relevant details asked for detailed as below should be enclosed with this bid.

- 2.1. Bidders should have minimum 5 years experience in the relevant field and should have executed successfully two fabrication works, each work costing not less than Rs.50 lakhs during the last 5 years.
- 2.2. Average annual financial turn over of the bidder during the last 3 years, ending 31<sup>st</sup> March of the previous financial year, should be at least Rs.1Crores.
- 2.3. The contractor should have his own workshop facility for fabrication works.
- 2.4. The list of major similar jobs executed satisfactorily in last five years, giving details of type of work, name & address of client, value of job & duration including photos and copies of major orders with completion certificate from the client
- 2.5. Earnest Money Deposit in the manner specified.
- 2.6. Power of Attorney in case an authorized representative has signed the tender.
- 2.7. 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 and certificate on period of validity (sheet enclosed)
- 2.8. Deviation if any, giving reasons for the deviation.
- 2.9. List of Plant & Machinery, tools & tackles available with the contractor and intended to be used in the said job to be filled in the enclosed sheet.

- 2.10. Total list of technical staff, labour (skilled & unskilled) intended to be deployed in the said job to be filled in the enclosed sheet.
- 2.11. Information regarding projects in hand
- 2.12. Information regarding bidder such as Litigation, orders regarding expulsion or black listing, if any
- 2.13. Even though the bidder meet the above qualifying criteria, they are subject to be disqualified if they have a record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc...
- 2.14. Assurance that the Contractor shall take insurance policy as mentioned in the bid jointly in the name of HLL and the Contractor, valid till completion of the awarded work.
- 2.15. HLL Lifecare Limited is the sole owner of the technology and equipment specification & drawings given along with the bidding document and drawings to be given to the Contractor. The details given to bidders and Contractor should be kept confidential and should not be used for any other purpose or should not be transferred to third party. The bidders should certify that the information given to them will not be used for any other purpose.
- 2.16. In addition to the above, HLL will evaluate the technical knowledge, fabrication facility and the potential of the party to undertake the work. The decision of HLL will be final and binding.

**Note:** - 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.

**APPLICATION FOR PREQUALIFICATION**

**Name of Work:** Fabrication, Assembly, Leading, Installation, Integration and Commissioning of 4 Nos Butterfly Type Double Line Automatic Condom Dipping Machines on a Turnkey Basis for the manufacture of male condoms 2 nos. each at our factories in Kerala and Karnataka

A. Name of Contractor/Firm/Company :

1. Postal address :

2. Telephone No.: FAX : E-Mail :

3. Year of commencement of Contract/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 :

Note: Attested copy of partnership deed to be enclosed

C. In the case of Company

1. Whether Private Limited or Public Limited Company :

2. Name of Managing Director :

3. Names of other Directors :

Note: Attested copy of Company Registration deed to be enclosed.

- D. Bidder should have minimum 5 years experience in the relevant field and should have executed successfully two fabrication works, each work costing not less than Rs .50 lakhs/-, during the last 5 years

Enclose 2 completion certificates from the clients certified that similar fabrication works costing not less than Rs.50 lakhs \_are completed satisfactorily. The Client list shall also be enclosed.

The list of major similar jobs executed satisfactorily in last five years, giving details of type of work, name & address of client, value of job & duration including photos and copies of major orders with completion certificate from the client shall also be enclosed.

Note: Details to be furnished in **Annexure I**

- E. Information regarding projects in hand

Note: Details to be furnished in **Annexure II**

- F. Average annual financial turn over of the bidder during the last 3 years, ending 31<sup>st</sup> March of the previous financial year, should be at least Rs.2Crores.

- a. Annualized turn over of the Contractor/Firm/Company in the last 3 years ending 31.03.2012

- |                 |      |
|-----------------|------|
| 1. 2009 – 2010: | INR. |
| 2. 2010 – 2011: | INR. |
| 3. 2011 - 2012: | INR. |

Note: Details to be furnished in **Annexure III**

- G. Has the Contractor/ Firm/Company ever been black listed by the Govt /or the registering authority.

- i) If so, give the period and details.

- H. The contractor should have his own workshop facility for fabrication works.

Give the address of workshop facility with details of equipments in **Annexure IV**.

- I. Details of Organization :

- |                         |                                |
|-------------------------|--------------------------------|
| 1. Technical personnels | : i) No. of Graduate Engineers |
|                         | : ii) No. of Diploma holders : |

2. Non Technical Management

(Details to be enclosed in **Annexure V- A & B**)

- J. Completion Period: in **Annexure VI** (filled and enclosed)
- K. Acceptance Form in **Annexure VII**
- L. CERTIFICATE for authenticity of information provided with Offer as per **Annexure VIII**

I/We hereby certify that the details given in the application form and Annexure I to Annexure VIII are correct to the best of my/our knowledge. I /We have no objection, in Owner (HLL Lifecare Limited) contacting any of our clients for reference.

Signature

Name and address of the Party

Place:

Date:



**ANNEXURE - I****LIST OF MAJOR JOBS EXECUTED DURING THE LAST FIVE YEARS**

| SL.NO | DETAILS OF WORK | CONTRACT VALUE<br>(In Lakhs) | NAME &<br>ADDRESS OF<br>CLIENT | COMPLETION<br>TIME AS PER<br>ORDER (In<br>months) | ACTUAL<br>TIME<br>TAKEN |
|-------|-----------------|------------------------------|--------------------------------|---|-------------------------|
| 1     |                 |                              |                                |   |                         |
| 2     |                 |                              |                                |   |                         |
| 3     |                 |                              |                                |   |                         |
| 4     |                 |                              |                                |   |                         |
| ...   |                 |                              |                                |   |                         |

**SIGNATURE OF BIDDER**

Note:- Bidders should have executed successfully two fabrication works, each work costing not less than Rs.50lakhs, during the last 5 years. Enclose 2 completion certificates from the clients certified that similar fabrication works costing not less than Rs.50 lakhs are completed satisfactorily

**ANNEXURE-II**

| <b>DETAILS OF ONGOING PROJECTS</b> |   |   |                       |
|------------------------------------|---|---|-----------------------|
| <b>Sl. No.</b>                     | <b>Name of Client with full address, telephone numbers and nature of work</b> | <b>Order details such as quantity, completion time etc.</b> | <b>Value of works</b> |
| 1                                  |   |   |                       |
| 2                                  |   |   |                       |
| 3                                  |   |   |                       |
| 4                                  |   |   |                       |
| 5                                  |   |   |                       |

**ANNEXURE III**

**(ENCLOSE DETAILS OF ANNUALISED TURN OVER OF THE CONTRACTOR/FIRM/COMPANY IN THE LAST 3 YEARS ENDING 31-03-2012)**

2009 - 2010: INR.

2010 – 2011: INR.

2011 - 2012: INR.

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

**Note:** Average annual financial turn over of the bidder during the last 3 years, ending 31<sup>st</sup> March of the previous financial year, should be at least INR 1Crores.

**ANNEXURE IV**

**DETAILS OF BIDDER'S WORKSHOP FACILITY**

ADDRESS:

LIST OF EQUIPMENTS

| SL.NO | EQUIPMENTS | YEAR OF<br>MANUFACTURE | NOS.AVAILABLE | NOS.PROPOSED TO<br>BE DEPLOYED IN<br>THIS PROJECT |
|-------|------------|------------------------|---------------|---|
|       |            |                        |               |   |

**SIGNATURE OF BIDDER**

**ANNEXURE- V - A**

**BIDDER'S TECHNICAL STAFF**

1. NUMBER OF QUALIFIED GRADUATE ENGINEERS WITH DISCIPLINE.
2. NUMBER OF QUALIFIED GRADUATE ENGINEER INTENDED TO BE POSTED/DEPLOYED ON THIS PROJECT
3. NUMBER OF QUALIFIED DIPLOMA ENGINEERS WITH DISCIPLINE.
4. NUMBER OF QUALIFIED DIPLOMA ENGINEERS INTENDED TO BE POSTED ON THIS PROJECT
5. NUMBER OF EXPERIENCED SUPERVISORS
6. OTHER STAFF

**SIGNATURE OF BIDDER**

**ANNEXURE- V - B****SKILLED, SEMI-SKILLED AND UNSKILLED LABOUR**

| SL.NO | CATEGORY     | NOS.AVAILABLE<br>WITH THE FIRM | NOS.<br>INTENDED TO BE<br>DEPLOYED IN THIS<br>PROJECT |
|-------|--------------|--------------------------------|---|
| 1.    | SKILLED      |                                |   |
| 2.    | SEMI-SKILLED |                                |   |
| 3.    | UNSKILLED    |                                |   |

**SIGNATURE OF BIDDER**

**ANNEXURE-VI**

**COMPLETION PERIOD**

**SIGNATURE OF THE BIDDER WITH SEAL**

**Note: - The bidder should complete the subjected work within a period of five months from the date of receipt of confirmed order.**

**ANNEXURE-VII**

**ACCEPTANCE FORM**

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

From

To

Associate Vice President,  
Central Engineering Division,  
HLL Lifecare Limited (A Government of India Enterprise),  
PB No 2, Peroorkada, Thiruvananthapuram – 695005,  
Kerala State, India  
Ph: (++91 471) 2433374, 2437270 – 501, 502  
Tele Fax: (++ 91 471) 2432647  
E-mail: snair@lifecarehll.com , rajeevrv@lifecarehll.com,  
Website URL: www.lifecarehll.com

Dear Sir,

I / We, hereby offer to fabricate/assemble/lead/install/integrate/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 till 90 days after the date of bid opening prescribed by the Owner. 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. I/We have understood that the OWNER is the sole owner of the technology, equipment, specification and drawings given along with the bidding documents. I/we here by assure that the above information will be kept confidential and will not be used for any other purpose or will not be transferred to third party.

Yours faithfully,

**SIGNATURE OF THE BIDDER**



**ANNEXURE VIII**

**CERTIFICATE FOR AUTHENTICITY OF INFORMATION**

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.)

**CHECKLIST FOR TECHNICAL BID**

| <b>SI NO</b> | <b>PARTICULARS</b>                            | <b>ATTACHED<br/>(YES/NO)</b> |
|--------------|---|------------------------------|
| 1            | Tender Cost as prescribed in the Tender       |                              |
| 2            | EMD as prescribed in the Tender               |                              |
| 3            | Certificate of Confidentiality                |                              |
| 4            | Application for Pre-Qualification duly filled |                              |
| 5            | Annexure I                                    |                              |
| 6            | Annexure II                                   |                              |
| 7            | Annexure III                                  |                              |
| 8            | Annexure IV                                   |                              |
| 9            | Annexure V                                    |                              |
| 10           | Annexure VI                                   |                              |
| 11           | Annexure VII                                  |                              |
| 12           | Annexure VIII                                 |                              |