



HLL LIFECARE LIMITED
(Formerly Hindustan Latex Limited)
(A Government of India Enterprise)

KANAGALA

BELGAUM DIST. PIN – 591 225

KARNATAKA STATE

PH.NO: 08333-279240, 279244. FAX: 08333-279245.

Website: www.lifecarehll.com

**E-mail: purchasekfb@lifecarehll.com
purchasenfk@gmail.com**

TENDER NO. HL:BG:PS:ISOLATOR:20 STN:2014-15

TENDER DOCUMENT

FOR

ISOLATOR FOR 20 STATION COMPRESSION MACHINE

Last Date and Time for Receipt of Technical & Price Bid : 17-SEP-2014 up to 17:00 Hrs.

Date and Time of Opening of Technical Bid : 18-SEP-2014, 10:30 Hrs.

Date and Time of Opening of Price Bid : Will be intimated later.

NOTICE INVITING TENDER (NIT)

HLL Lifecare Limited (Formerly Hindustan Latex Ltd), India's leading Manufacturers and Marketers of Contraceptive, Health Care and Pharma Products is a Mini Ratna Company.

HLL Lifecare Limited (Formerly Hindustan Latex Ltd), a PSU under the Ministry of Health & Family Welfare, Govt. of India invites Sealed & Superscribed Tenders under **Two Bid System (Technical & Price)** in the prescribed forms enclosed from Manufacturers / Authorized Dealers for the supply, erecting and commissioning of **ISOLATOR FOR 20 STATION COMPRESSION MACHINE** at our Factory site at Kanagala, Belgaum Dist (Karnataka).

Specifications and Terms & Conditions etc. are detailed in Tender Documents. NIT / Tender Documents / NIT can be had from our Office on any working day between 11:00 AM to 3:30 PM by paying ₹ 500/- by Cash / DD (inclusive of ST) drawn in favor of HLL LIFECARE LTD, payable at State Bank of India, NIPANI – 591 237. Further, **Tender Documents can also be downloaded from our website: www.lifecarehll.com**. However cost of Tender Documents i.e. ₹ 500/- in the form of DD should be enclosed along with Technical Bid.

NAME OF THE ITEM	QTY. REQUIRED (NO.)
ISOLATOR FOR 20 STATION COMPRESSION MACHINE Specifications as detailed in ANNEXURE AN2.	01

- Last date for Receipt of Technical & Price Bid : 17.09.2014 (17:00 Hrs.)**
- Opening of Technical Bid : 18.09.2014 (10:30 Hrs.)**
- In the event of the date/s mentioned above being declared subsequently as holiday/s for the Purchaser's Office, the due date for meeting, submission and opening of bids will be the next working day at the same venue and time.
- Addendums / Amendments issued if any to this NIT / Tender Documents shall be part of this NIT / Tender Documents and shall be published in our website specified above. It is Bidders responsibility to keep themselves updated on any such Addendums / Amendments issued, if any.
- In order to provide reasonable time to the Prospective Bidders to take necessary action in preparing their Tenders / Bids as per the Addendums / Amendments, HLL may, at its discretion extend the deadline for the submission of Tenders / Bids and other allied time frames, which are linked with that deadline.
- Earnest Money Deposit (Refundable):** An amount of ₹ 50,000/- by DD drawn in favor of "HLL LIFECARE LTD" payable at State Bank of India, NIPANI – 591 237 towards EMD should be enclosed along with the Technical Bid only. The EMD will be refunded to the Bidder if his Tender is not accepted but without any interest.

NOTICE INVITING TENDER (NIT)

7. **Tender Cost (Nonrefundable):** An amount of ₹ 500/- (inclusive of S.T.) by DD drawn in favor of “HLL LIFECARE LTD” payable at State Bank of India, NIPANI – 591 237 towards cost of Tender Form should be enclosed along with the Technical Bid only.
8. **Exemption: SSI Units / Bidders** who are currently registered and also will continue to remain registered during the Tender Validity Period with **DIC or NSIC** for the specific goods as per the NIT Specification shall be eligible for exemption from payment of Tender Cost and EMD **on submission of Valid Copy of their Registration Certificate duly renewed along with the Technical Bid.**
9. **Technical Bids received without enclosures of EMD & Tender Cost OR Valid Copy of Registration Certificate duly renewed from concerned DIC / NSIC will be summarily rejected.** Please note that HLL Lifecare Ltd. will not be responsible for any delay in submission of Tender.
10. Acceptance / Rejection of the Tender is entirely at the discretion of HLL.

DEPUTY GENERAL MANAGER (PURCHASE)

1) FORMATS FOR TECHNICAL BID

- a) INSTRUCTIONS TO THE BIDDERS (ANNEXURE AN1)
- b) USER REQUIREMENT SPECIFICATION FOR ISOLATOR FOR 20 STATION COMPRESSION MACHINE (ANNEXURE AN2)
- c) DECLARATION ACCEPTING TERMS AND CONDITIONS OF THE TENDER (ANNEXURE AN3)
- d) FORMAT FOR MANUFACTURERS AUTHORIZATION FORM (ANNEXURE AN4)
- e) GENERAL CONDITIONS FORMING PART OF THE BID
- f) DRAWINGS GA-1048 AND LA-1047

2) FORMS FOR PRICE BID

- a) SCHEDULE - A: PRICE BID / RATE SCHEDULE
(WITH TERMS & CONDITIONS)

NOTE: Technical Bid & Price Bid forms shall be submitted in Separate Covers.

How to send the Bid:

Both the Bids i.e. Technical Bid & Price Bid shall be submitted in sealed covers separately. Technical Bid & Price Bid shall be superscribed on the respective covers in order to clearly identify between the 2 Bids. The two separately marked Bids enclosed in single sealed cover with Tender NO. Complete in all respect addressed to The Deputy General Manager (Purchase), HLL Lifecare Ltd., Kanagala - 591 225 Dist. Belgaum, Karnataka State should reach us on or before the due date and time mentioned in the NIT.

CONTENTS OF THE BIDDING DOCUMENTS:

1. Technical Bid:

- a) DD for ₹ 50,000/- towards EMD / Valid Copy of Registration Certificate duly renewed from concerned DIC / NSIC.
- b) DD for ₹ 500/- towards Tender Cost / Valid Copy of Registration Certificate duly renewed from concerned DIC / NSIC.
- c) USER REQUIREMENT SPECIFICATION FOR ISOLATOR FOR 20 STATION COMPRESSION MACHINE (ANNEXURE AN2) **duly filled, signed and sealed.** Details shall be enclosed as required by us.
- d) DECLARATION ACCEPTING TERMS AND CONDITIONS OF THE TENDER (ANNEXURE AN3) (on the letterhead of the Bidder firm).
- e) FORMAT FOR MANUFACTURERS AUTHORIZATION FORM (ANNEXURE AN4) (on the letterhead of the Manufacturing firm).
- f) GENERAL CONDITIONS FORMING PART OF THE BID **duly signed and sealed.**

2. Price Bid:

- a) SCHEDULE – A: Price Bid **duly filled, signed and sealed.**
- b) Terms & Conditions of Price Bid **duly signed and sealed.**

INSTRUCTIONS TO THE BIDDERS
ANNEXURE AN1

1. The Quotation must to be in Two Parts i.e., **A. Technical Bid** and **B. Price Bid**.
2. The Bidder is expected to examine all Specifications, Instructions, Forms, and Terms & 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.
3. Any clarification required will have to be obtained one week prior to the Date of opening of the Technical Bid. **For any technical clarifications please feel free to contact our Mr. Jayendra Kumar @ mail id: jayendrkr@lifecarehll.com OR Cell NO.07259198816.**
4. Addendums / Amendments issued if any to this NIT / Tender Documents shall be part of this NIT / Tender Documents and shall be published in our website specified above. It is Bidders responsibility to keep themselves updated on any such Addendums / Amendments issued, if any.
5. In order to provide reasonable time to the Prospective Bidders to take necessary action in preparing their Tenders / Bids as per the Addendums / Amendments, HLL may, at its discretion extend the deadline for the submission of Tenders / Bids and other allied time frames, which are linked with that deadline.
6. Both, Technical Bid and Price Bid must be furnished in two separate sealed & super scribed covers.
7. Bids received after the deadline for submission shall not be considered.
8. **Technical Bid** must be furnished as shown in the **Contents of Bidding Documents @ SI. NO.1** mentioned above and must be super scribed as **"Technical Bid – ISOLATOR FOR 20 STATION COMPRESSION MACHINE Ref: Tender NO.HL:BG:PS:ISOLATOR:20 STN:2014-15 / 22.08.2014"**.
9. **Price Bid** must be furnished as shown in the **Contents of Bidding Documents @ SI NO.2** mentioned above i.e., in **SCHEDULE - A: PRICE BID** and must be super scribed as **"Price Bid - ISOLATOR FOR 20 STATION COMPRESSION MACHINE Ref: Tender NO.HL:BG:PS:ISOLATOR:20 STN:2014-15 / 22.08.2014"**.
10. Technical Bids and Price Bids those are not submitted in two separate sealed & super scribed covers are liable for rejection.
11. **Enclose additional sheets, if necessary, to highlight the deviations from the Technical Bid and Price Bid. Provide proper reference to these additional sheets in the Technical Bid and Price Bid.**
12. The Evaluation of the Technical Bid is carried on the Responses given in the Technical Bid.
13. Price Bid of a particular Bidder would be considered for opening only if their Technical Bid is qualified. **The date & time of opening of Price Bid will be intimated separately.**
14. The Price Bid of those Bidders who do not qualify will be returned unopened.
15. Acceptance / Rejection of the Tender is entirely at the discretion of HLL.
16. **Bids received by FAX / E-MAIL will not be considered.**

DECLARATION ACCEPTING TERMS AND CONDITIONS OF THE TENDER
ANNEXURE AN3

Date_____

To:

HLL Lifecare Limited
(A Govt. of India Enterprise)
Kanagala – 591225.
Tal: Hukkeri, Dist: Belgaum,
Karnataka, India

Dear Sirs,

Ref. Your TE document No. _____ dated _____

We, the undersigned have examined the above-mentioned TE document, including amendment/corrigendum No. _____, dated _____ (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver_____ (Description of goods and services) in conformity with your above referred document for the sum as shown in the price schedule(s), attached herewith in a separate envelope and made part of this tender.

If our tender is accepted, we undertake to supply the goods and perform the services as mentioned above, in accordance with the delivery schedule specified in the List of Requirements.

We further confirm that, if our tender is accepted, we shall provide you with a performance security of required amount in an acceptable form, for due performance of the contract.

We agree to keep our tender valid for the period mentioned in the tender notification. We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

We further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities.

We confirm that we fully agree to the terms and conditions specified in above mentioned TE document, including amendment/ corrigendum if any

(Signature with date)

(Name and Designation) Duly Authorized to sign Tender for and on behalf of
M/s._____

Office Seal

FORMAT FOR MANUFACTURERS AUTHORIZATION FORM
ANNEXURE AN4

Date_____

To:
HLL Lifecare Limited
(A Govt. of India Enterprise)
Kanagala – 591225.
Tal: Hukkeri, Dist: Belgaum,
Karnataka, India

Dear Sirs,

Ref. Your TE document No. _____ dated _____

We, _____ who are proven and reputable manufacturers of _____ (name and description of the goods offered in the tender) having _____ factories at _____, hereby authorize M/s. _____ (name and address of the agent) to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred TE documents for the above goods manufactured by us.

We further confirm that no supplier or firm or individual other than M/s. _____ (name and address of the above agent) is authorized to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred TE documents for the above goods manufactured by us.

We also hereby extend our full warranty, CMC as applicable as per General Conditions of Contract, read with modification, if any, for the goods and services offered for supply by the above firm against this TE document.

Yours faithfully,

[Signature with date, name and designation] for and on behalf of M/s. _____

[Name & address of the manufacturer]

Note:

1. *This letter of authorization should be on the letterhead of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.*
2. *Original letter may be sent.*

GENERAL CONDITIONS FORMING PART OF BID

This is Two- Bid System comprising of:

A) Technical Bid

B) Price Bid

1. Both the Bids shall be submitted in sealed covers separately. Tender NO. of Technical Bid and Price Bid shall be superscribed on the respective covers in order to clearly identify between the 2 Bids. The two separately marked Bids enclosed in single sealed cover with the respective Tender NO. mentioned thereon, complete in all respect, addressed to THE DEPUTY GENERAL MANAGER (PURCHASE) HLL LIFECARE LTD., KANAGALA – 591 225, DIST- BELGAUM, KARNATAKA STATE, INDIA should reach us on or before the due date and time mentioned in the NIT. The Purchaser shall not be responsible for postal delay if any, in the delivery of the Bidding Document or non-receipt of the same.

2. EMD of ₹ 50,000/- should be remitted by DD only, drawn in favor of HLL Lifecare Limited, payable at State Bank of India, Nipani and shall be enclosed along with the Technical Bid. **However, SSI Units / Bidders** who are currently registered and also will continue to remain registered during the Tender Validity Period with **DIC or NSIC** for the specific goods as per the NIT Specification shall be eligible for exemption from payment of Tender Cost and EMD **on submission of Valid Copy of their Registration Certificate duly renewed along with the Technical Bid.**

3. Bids received after the deadline for the submission will not be considered.

4. Un-sealed Tenders received are liable to be rejected and this will be on sole risk of Bidders.

5. The Bidder is expected to examine all Specifications, Instructions, Forms, Terms & Conditions given in the Tender Document.

6. The Tender should be complete in all respects & incomplete Tenders are liable to be rejected.

7. Description and Specification should be the same as given in the Enquiry / Tender / NIT.

8. Any change in the Description or Specification shall be at the specific instruction of HLL. In case an offer of a brand is being made, the offer should be as per the Description given in the NIT / Tender and the brand name to be given in bracket. A Separate Sheet should be attached.

9. HLL Lifecare Limited reserves the right to split up the order for the entire quantity on more than a supplier and also reserves the right to accept or reject the offer without assigning any reason.

10. Addendums / Amendments issued if any to this NIT / Tender Documents shall be part of this NIT / Tender Documents and shall be informed to the Bidders who have purchased the NIT / Tender Documents or shall be published in our website. The Bidders are advised to check our website specified above to download the Addendums / Amendments issued, if any.

11. THERE WILL NOT BE ANY POST TENDER NEGOTIATION EXCEPT WITH 1st LOWEST.

GENERAL CONDITIONS FORMING PART OF BID

12. Security Deposit of 5% of the total order value should be deposited.

13. The Parties have to abide by Delivery Schedule strictly. HLL Lifecare Limited reserves the right to impose Penalty @ 0.5% value of the delayed material per week of delay subject to a maximum of 7.5% of the value of the supply defaulted if material is delayed beyond the due date and accepted by the Company.

14. Acceptance of the delayed supplies subject to Penalty Clause is solely at the discretion of the Company (HLL Lifecare Limited).

15. Rejected material should be taken back and replaced with supplier's cost within 7 (seven) days.

16. Dispatch Documents like Delivery Note, Packing List and Invoice should contain the following details:

- a) Purchase Order NO. / Supply Order NO. & Date.
- b) Description of Items as contained in the Purchase Order.
- c) Quantity Dispatched
- d) Total NO. of Packages.

17. The following information shall be stenciled or labeled on the exterior of the packing in bold letters, clearly visible, at least 50 mm high with waterproof ink.

- A. Instruction for Storage and Handling.
- B. Name and Address of Manufacturer.
- C. Companies Address in full.
- D. All Packages should be numbered and it should appear on top of the packages serially.

18. The Jurisdiction of any disputes, suits and proceedings arising out of this NIT / Tender shall be only in the Courts of Hukkeri Taluk, Belgaum Dist. / Trivandrum.

19. 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 mentioned and agreed to in the Purchase 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 Purchase Order. The Company will initiate legal action if the Supplier fails to execute the Purchase Order as per the schedule in the Purchase Order for the actual loss suffered or 5% of the total order value whichever is higher along with costs.

20. HLL Lifecare Limited shall fix the criteria for responsiveness of a Bid based on critical factors in the Tender Document. Bids pronounced non-responsive by HLL shall be summarily rejected.

21. Suppression of facts will disqualify the Bidder.

GENERAL CONDITIONS FORMING PART OF BID

22. Payment Terms: Our intention is to make payment by cheque within 30 days of receipt; inspection and acceptance of the material and cheque will be forwarded to parties through Speed Post.

23. HLL Lifecare Limited reserves the right to qualify or not a Tender without assigning any reasons. The decision of HLL will be final and no correspondence will be entertained in this regard.

24. The Tender is liable to be suspended or cancelled at anytime at the discretion of the Company without assigning any reasons.

We have read and understood the above Conditions and agree to abide by the same.

Place:
Date:

Signature of the Bidder
Name, Seal and Address of the Bidder

SCHEDULE - A: PRICE BID

**ITEM: SUPPLY, INSTALLATION AND COMMISSIONING OF ISOLATOR FOR 20 STATION
COMPRESSION MACHINE – Qty: 01 NO.**

SL. NO.	PARTICULARS	AMOUNT (INR)
01	BASIC PRICE <u>(including all the Components & Accessories as per Tendered Specifications)</u>	
02	PACKING CHARGES (___ %)	
03	EXCISE DUTY (___ %)	
04	SALES TAX (___ % CST / VAT)	
05	FREIGHT CHARGES	
06	INSURANCE CHARGES	
07	INSTALLATION, ERECTION & COMMISSIONING CHARGES	
08	OTHER CHARGES, IF ANY <u>(specify the name of the charges)</u>	
09	SERVICE TAX (%) – <u>inclusive @ 12.36% / applicable extra @ 12.36% on SL. NO. _____ above / Not Applicable</u>	
GRAND TOTAL INCLUSIVE OF ALL TAXES & DUTIES F.O.R. HLL KANAGALA		
Rupees in words _____		

DELIVERY PERIOD (FROM THE DATE OF ORDER): _____

TERMS AND CONDITIONS OF PRICE BID:

1. The rate should be inclusive of all for Supply, Installation & Commissioning on TURN KEY BASIS.
2. Civil Works, if any, required for Installation, Foundation laying etc., to be carried out by the party.
3. Party should take care of all Safety Measures and should obtain Work Permit from our Safety Dept. before starting the work.
4. In case of any damages caused to our (HLL Lifecare Limited) property by you/ your workmen while executing the above job, the Company (HLL Lifecare Limited) shall recover the cost of such damages from you.
5. In the event of any accident to your workmen or personnel while executing the above job in the Company's Premises (HLL Lifecare Limited), you shall pay the compensation as per the Workmen's Compensation Act and the rates framed there under.
6. Statutory Deductions, if any, applicable, like PF, ESI, Work Contract Tax and TDS etc., will be recovered from your payment.
7. There will not be any post Tender negotiation except with L1 (Lowest).
8. TIN / VAT NO. shall be furnished.
9. Service Charges, if any, on freight element shall be borne by Suppliers only.

SCHEDULE - A: PRICE BID

**ITEM: SUPPLY, INSTALLATION AND COMMISSIONING OF ISOLATOR FOR 20 STATION
COMPRESSION MACHINE – Qty: 01 NO.**

10. There shall not be Corrections / Overwriting in Price Bid, if so, same are to be attested.
11. **Rate shall be quoted in the enclosed format only. Please refer SCHEDULE - A: PRICE BID.**
12. **Rates quoted shall be valid for a period of one year, from the date of your Offer.**
13. Specifications of Items are as per Notice Inviting Tender (NIT).

We have read and understood the above Conditions and agree to abide by the same.

Place:

Signature of the Bidder

Date:

Name, Seal and Address of the Bidder

Note: We are utilizing services of M/s. Professional Courier Services for incoming and outgoing Letters / Parcels on day-to-day basis.