

AMENDMENT NO.1 Dated 30.10.2023

Ref IFB No: HLL/SD/RBD/2023-24/TENDER/14 Dt: 27.10.2023

CPP Tender id: 2023_HLL_172351_1

The following amendment has been incorporated in the above mentioned tender for selection of agencies for supply of polythene bags

1. Section 7.2 - Documents to be submitted along with the Technical Bid

FOR

The online bid submitted by the bidder shall comprise the following:

- a) Self Declaration as per Annexure 1
- b) Bid form as per Annexure-2
- c) Manufacturer / Distributor must submit registration from Pollution board /Central Pollution Control Board
- d) Recent test report from CIPET as per Indian standard IS/ISO: 17088 (as amended from time to time) for non chlorinated, virgin and thickness should be required.
- e) Copy of work order / rate contract for average order value of Rs.20 lakh for last two year (2021-2022 & 2022-2023) year for supply of Polythene bags to any Central / State Government organizations/PSU/Public Listed Company
- f) Water leakage testing report from CIPET or Govt approved Lab
- g) Registration from Plastic Waste management Rule 2016.
- h) Certificate of incorporation and associated documents like Article of Association and Memorandum of Association /Partnership deed/HUF etc as applicable .(Self–attested Copy) of all Directors.
- i) Copy of the GST Certificate(Self–attested Copy)
- j) Copy of Permanent Account Number (Self–attested Copy)
- k) Under taking letter for replacement of complaint/defective goods as per Annexure-3.
- l) Documentary proof attested by Chartered Accountant for establishing the average annual turnover of Rs.1 Crore (Rupees One Crore Only) for manufacturer during the last three years i.e. 2020-2021, 2021-2022 and 2022-2023 (original/ provisional). In case of Authorized agents they must submit the documentary proof certified by Chartered Accountant for minimum average turnover in the last three years i.e., 2020-2021, 2021-2022 and 2022-2023 (original/ provisional) is Rs. 20 lakhs (Rupees ten lakhs only)
- m) Annexure 4 - Category details of organization, in case of MSE, If the bidder is a MSE, it shall declare in the bid document the Udyog Aadhar Memorandum Number issued to it under the MSMED Act, 2006. If a MSE bidder do not furnish the UAM Number along with bid documents, such MSE unit will not be eligible for the benefits available under Public Procurement Policy for MSEs Order 2012.”
- n) Duly filled, signed and sealed Annexure 6 - Indemnity Certificate
- o) Annexure 7 - Check List
- p) Annexure 8 – Specification Compliance Sheet
- q) Annexure 9 - Compliance To Rule 144 (XI) of GFR 2017 (Self Declaration)
- r) Annexure 10 - Make In India Preference (Self Declaration)
- s) Annexure 11 - Pre Contract Integrity Pact

- t) Annexure 12 - Fall Clause Declaration

Note: If any of the above document are not applicable for eligible bidders then they shall attach a "NOT APPLICABLE "statement mentioning the justification for the same.

All Annexures must be duly signed and sealed while submitting the same.

Bidders shall not make any addition, deletion or correction in any of the bid documents. If tampering of documents is noticed during tender evaluation, the bid will be rejected and the bidder will be blacklisted.

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- a) Self Declaration as per Annexure 1
- b) Bid form as per Annexure-2
- c) Manufacturer / Distributor must submit registration from Pollution board /Central Pollution Control Board
- d) Recent test report from CIPET as per Indian standard IS/ISO: 17088 (as amended from time to time) for Green color bag**
- e) Copy of work order / rate contract for average order value of Rs.20 lakh for last two year (2021-2022 & 2022-2023) year for supply of Polythene bags to any Central / State Government organizations/PSU/Public Listed Company
- f) Water leakage testing report from CIPET or Govt approved Lab
- g) Registration from Plastic Waste management Rule 2016.
- h) Certificate of incorporation and associated documents like Article of Association and Memorandum of Association /Partnership deed/HUF etc as applicable .(Self-attested Copy) of all Directors.
- i) Copy of the GST Certificate(Self-attested Copy)
- j) Copy of Permanent Account Number (Self-attested Copy)
- k) Under taking letter for replacement of complaint/defective goods as per Annexure-3.
- l) Documentary proof attested by Chartered Accountant for establishing the average annual turnover of Rs.1 Crore (Rupees One Crore Only) for manufacturer during the last three years i.e. 2020-2021, 2021-2022 and 2022-2023 (original/ provisional). In case of Authorized agents they must submit the documentary proof certified by Chartered Accountant for minimum average turnover in the last three years i.e., 2020-2021, 2021-2022 and 2022-2023 (original/ provisional) is Rs. 20 lakhs (Rupees ten lakhs only)
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Bidders shall not make any addition, deletion or correction in any of the bid documents. If tampering of documents is noticed during tender evaluation, the bid will be rejected and the bidder will be blacklisted.

2. Section 10 - Submission of Bids

FOR

The Bidder shall submit their bid online only through the Government eProcurement portal (URL: <https://etenders.gov.in/eprocure/app>) as per the procedure laid down for e-submission as detailed in the web site. For e tenders, the bidders shall download the tender documents including the Bill of Quantity (BoQ) file from the portal. The Bidder shall fill up the documents and submit the same online using their Digital Signature Certificate. On successful submission of bids, a system generated receipt can be downloaded by the bidder for future reference. Copies of all certificates and documents shall be uploaded while submitting the tender online.

The tender is invited in 3 **Envelope system** from the registered and eligible firms at CPP Portal.

a) **Envelope - I (Tender Fee and EMD):**

Tender fee (Non-refundable) and EMD as per the tender conditions shall be paid separately, thru RTGS/NEFT transfer in the following HLL A/c details:

Name of Bank	:	HDFC BANK
A/c number	:	09960330000108
IFSC Code	:	HDFC0000996
Branch name	:	Pattom, Thiruvananthapuram

Document of the above transactions completed successfully by the bidder, shall be uploaded separately while submitting the bids online.

NOTE

- SSI/MSE units interested in availing exemption from payment of Tender Fee and EMD should submit a valid copy of their registration certificate issued by the concerned DIC or NSIC / Udyog Aadhaar.
- If the bidder is a MSE, it shall declare in the bid document the Udyog Aadhar Memorandum Number issued to it under the MSMED Act, 2006.
- If a MSE bidder do not furnish the UAM Number along with bid documents, such MSE unit will not be eligible for the benefits available under Public Procurement Policy for MSEs Order 2012.
- The Party has to provide Performance Security/Security Deposit if Tender is awarded to them.

b) Envelope - II (Technical bid):

Technical Bid should contain duly filled, signed and scanned soft copy documents as mentioned in Instructions to Bid (ITB) - Documents to be submitted along with the Technical Bid - Section 7.2.

c) Envelope – III (Financial Bid): The Financial e-Bid through CPP portal:

The price bid format is provided in excel format. Bidders are advised to download this price bid format as it is and quote their discount in percentage on Abated MRP (i.e. MRP - GST) for both the categories region wise and upload the same in the Price bid cover along with other required documents in .xls format.

Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tempered/ modified in any manner, bid will be completely rejected and bidder is liable to be debarred from doing business with HLL for 02 years.

Note:-

1. HLL Lifecare Limited reserves the right to verify the credential submitted by the agency at any stage (before or after the award the work). If at any stage, any information / documents submitted by the applicant is found to be incorrect / false or have some discrepancy which disqualifies the firm then HLL shall take the following action:
 - a) The agency shall be liable for debarment from tendering in HLL Lifecare Limited, apart from any other appropriate contractual /legal action.
2. On demand of the Tender Inviting Authority, this whole set of certificates and documents shall be send to the Tender Inviting Authority's office address (as given in the NIT) by registered post/Speed post of India Post in such a way that it shall be delivered to the Tender Inviting Authority before the deadline mentioned. The Tender Inviting Authority reserves the right to reject any bid, for which the above details are not received before the deadline.
3. The Tender Inviting Authority shall not be responsible for any failure, malfunction or breakdown of the electronic system while downloading or uploading the documents by the Bidder during the e-procurement process.

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The tender is invited in 3 **Envelope system** from the registered and eligible firms at CPP Portal.

a) Envelope - I (Tender Fee and EMD):

Tender fee (Non-refundable) and EMD as per the tender conditions shall be paid separately, thru RTGS/NEFT transfer in the following HLL A/c details:

Name of Bank : HDFC BANK
A/c number : 09960330000108
IFSC Code : HDFC0000996
Branch name : Pattom, Thiruvananthapuram

Document of the above transactions completed successfully by the bidder, shall be uploaded separately while submitting the bids online.

NOTE

- SSI/MSE units interested in availing exemption from payment of Tender Fee and EMD should submit a valid copy of their registration certificate issued by the concerned DIC or NSIC / Udyog Aadhaar.
- If the bidder is a MSE, it shall declare in the bid document the Udyog Aadhar Memorandum Number issued to it under the MSMED Act, 2006.
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b) Envelope - II (Technical bid):

Technical Bid should contain duly filled, signed and scanned soft copy documents as mentioned in Instructions to Bid (ITB) - Documents to be submitted along with the Technical Bid - Section 7.2.

c) Envelope – III (Financial Bid): The Financial e-Bid through CPP portal:

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the file, open it and complete the colored (Unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the file is found to be modified by the bidder, the bid will be rejected.

Prices indicated on the Price Schedule shall be entered separately in the following manner:

- (i) The Unit basic price of the product shall include cost of the material, freight charges, Insurance or any other charges excluding GST for door delivery basis to our delivery location(s) and the same has to be entered in the Basic Unit rate column of BOQ.
- (ii) HSN Code and GST amount as applicable in appropriate column of BOQ.
- (iii) The total unit cost in figure and words.
- (iv) Prices shall be quoted in Indian Rupees.
- (v) If a firm quotes NIL Charges/ consideration, the bid for that item(s) shall be treated as unresponsive and will not be considered.
- (vi) If the Tenderer desires to ask for GST to be paid extra, the same must be

specifically stated in the allotted column of BoQ. In the absence of any such stipulation or mentioned as zero then the price will be taken inclusive of GST and no claim for the same will be entertained later

- (vii) **Price comparison during evaluation will be done on the Unit basic price of the product.**
- (viii) **In case bidders quoted different GST amount or percentage for the same item, in such case GST amount ascertained/ decided by the purchaser shall be final**
- (ix) **The need for indication of all such price components by the tenderers, as required in BoQ is for the purpose of comparison of the tenders by the purchaser and will no way restrict the purchaser's right to award the contract on the selected tenderer on any of the terms offered.**

Note:-

1. HLL Lifecare Limited reserves the right to verify the credential submitted by the agency at any stage (before or after the award the work). If at any stage, any information / documents submitted by the applicant is found to be incorrect / false or have some discrepancy which disqualifies the firm then HLL shall take the following action:
 - a) The agency shall be liable for debarment from tendering in HLL Lifecare Limited, apart from any other appropriate contractual /legal action.
2. On demand of the Tender Inviting Authority, this whole set of certificates and documents shall be send to the Tender Inviting Authority's office address (as given in the NIT) by registered post/Speed post of India Post in such a way that it shall be delivered to the Tender Inviting Authority before the deadline mentioned. The Tender Inviting Authority reserves the right to reject any bid, for which the above details are not received before the deadline.
3. The Tender Inviting Authority shall not be responsible for any failure, malfunction or breakdown of the electronic system while downloading or uploading the documents by the Bidder during the e-procurement process.

All relevant clauses of the tender document are to be read in accordance with the above change and documents to be submitted are to be in compliance of the above. All other specifications, terms and conditions of the original tender document shall remain unchanged.

Associate Vice President (SD-RBD)