

एचएलएल लाइफकेयर लिमिटेड **HLL LIFECARE LIMITED**  
(भारत सरकार का उद्यम) **(A GOVT.OF INDIA ENTERPRISE)**  
**KANAGALA – BELAGAVI PIN: 591 225**  
**PHONE NO: 08333 279244**  
**EMAIL: [saleskfb@lifecarehll.com](mailto:saleskfb@lifecarehll.com) / [salesnk2@gmail.com](mailto:salesnk2@gmail.com)**

ई-निवदा न. : द्य/08/आर1/पी द्य/एफजी परिवहन /2025-26

e-Tender No: HLL/KFB/SSD/FGT/FTL/2025-26

तारीख/ Date: 16.01.2026

ट्रक के माध्यम से तैयार माल / सामग्रियों के परिवहन के लिए ई-निवदा  
**e-TENDER FOR TRANSPORTATION OF FINISHED GOODS/ MATERIALS THROUGH  
TRUCK**

तकनीकी वाणिज्यिक बोली  
**TECHNO COMMERCIAL BID**

Last Date and Time for submission of Bids (Technical + Price) along with Bid Security	<b>22.01.2026 at 15:00 hrs.</b>
Date and Time for Opening of Technical Bid	<b>22.01.2026 at 15:30 hrs.</b>
Date and Time for Opening of Price Bid	<b>Will be intimated later</b>

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**निविदा सूचना**  
**TENDER NOTICE**

विषय : तैयार मालों के ट्रक परिवहन के ठेके के संबंध में

Sub: Contracting of Transportation of Finished Goods from HLL, Kanagala, Ex-Mumbai / Delhi / Hyderabad / Kolkata to various destinations in India.

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.

e- Tenders under Two Bid System (Techno Commercial Bids) for transportation of finished goods from facilities in BELAGAVI (KANAGALA) and Domestic Marketing Warehouses (CFA/Depots) to customers of various locations are invited from reputed transport company's/fleet operators having all India Network with Offices/Other facilities at all the centers for a period of two years (from 01.02.2026 to 31.01.2028).

<b>SI No</b>	<b>Particulars</b>	<b>Description</b>
1	Name of Item/Work	Transportation of Finished Goods by Truck
2	EMD	INR 2,00,000/-
3	Bid submission fee/Tender fee	INR 590/- (Including GST)
4	Period of contract	01.02.2026 to 31.01.2028
5	Eligibility Criteria for Bidders	As per Tender document
6	Last date and time for online submission of bids	<b>22/01/2026 at 15.00 hrs</b>
7	Date and time of opening of e-tender.	<b>22/01/2026 at 15.30 hrs</b>
8	HLL A/c Details for payment of Tender Fees and EMD (Payment mode: NEFT/RTGS)	Name of Bank: State Bank of India A/c number: <b>11130285123</b> IFSC Code: <b>BIN0000888</b> Branch name: Nipani,

उप महा प्रबंधक (विक्री एवं भंडार)

**DY. GENERAL MANAGER (SALES & STORES)**

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### **GENERAL INSTRUCTIONS TO BIDDERS**

1. This tender is an e-Tender and is being published online in Government eProcurement portal, <https://etenders.gov.in/eprocure/app>
2. Bid documents including the Bill of Quantities (BoQ) can be downloaded free of cost from the Central Public Procurement Portal of Government of India (e-portal). All Corrigendum/extension regarding this e-tender shall be uploaded on this website i.e. <https://etenders.gov.in/eprocure/app>.
3. The tendering process is done online only at Government eProcurement portal (URL address: <https://etenders.gov.in/eprocure/app> ). Aspiring bidders may download and go through the tender document.
4. All bid documents are to be submitted online only and in the designated cover(s)/envelope(s) on the Government eProcurement website. Tenders/bids shall be accepted only through online mode on the Government eProcurement website and no manual submission of the same shall be entertained. Late tenders will not be accepted.
5. The complete bidding process is online. Bidders should be in possession of valid Digital Signature Certificate (DSC) of class II or above for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above. If the envelope is not digitally signed & encrypted the Purchaser shall not accept such open Bids for evaluation purpose and shall be treated as non-responsive and rejected.
6. Bidders are advised to go through “Bidder Manual Kit”, “System Settings” & “FAQ” links available on the login page of the e-Tender portal for guidelines, procedures & system requirements. In case of any technical difficulty, Bidders may contact the help desk numbers & email ids mentioned at the e-tender portal.
7. Bidders are advised to visit CPPP website <https://etenders.gov.in> regularly to keep them updated, for any changes/modifications/any corrigendum in the Tender Enquiry Document.
8. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the Government eProcurement Portal.

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### 8.1 Registration

- a) Bidders are required to register in the Government e-procurement portal, obtain 'Login ID' & 'Password' and go through the instructions available in the Home page after log in to the CPP Portal (URL: <https://etenders.gov.in/eprocure/app>), by clicking on the link "Online bidder Enrolment" on the CPP Portal which is free of charge.
- b) As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days' time. The bidders are required to have Class II or above digital certificate with both signing and encryption from the authorized digital signature Issuance Company. Please refer online portal i.e. - <https://etenders.gov.in/eprocure/app> for more details.
- e) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or above Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify /nCode / eMudhra etc.), with their profile.
- f) Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.
- g) The Bidder intending to participate in the bid is required to register in the e-tenders portal using his/her Login ID and attach his/her valid Digital Signature Certificate (DSC) to his/her unique Login ID. He/ She have to submit the relevant information as asked for about the firm. The bidders, who submit their bids for this tender after digitally signing using their Digital Signature Certificate (DSC), accept that they have clearly understood and agreed the terms and conditions including all the Forms/Annexure of this tender.
- h) Only those bidders having a valid and active registration, on the date of bid submission, shall submit bids online on the e-procurement portal.
- i) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.

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j) Ineligible bidder or bidders who do not possess valid & active registration, on the date of bid submission, are strictly advised to refrain themselves from participating in this tender.

## 8.2 Searching for Tender Documents

- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Form of Contract, Location, Date, Value etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization.
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS/ e-mail in case there is any corrigendum issued to the tender document.
- c) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

## 8.3 Preparation of Bids

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b) Please go through the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR /DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be

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uploaded again and again. This will lead to a reduction in the time required for bid submission process.

- e) Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.
- 9. More information useful for submitting online bids on the CPP Portal may be obtained at <https://etenders.gov.in/eprocure/app>
- 10. Tenderers are required to upload the digitally signed file of scanned documents. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. Uploading application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.
- 11. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The 24x7 Help Desk details are as below: -  
For any technical related queries please call at 24 x 7 Help Desk Number:  
0120-4001 062, 0120-4001 002, 0120-4001 005, 0120-6277 787
- EMail Support: For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority  
Technical - [support-eproc@nic.in](mailto:support-eproc@nic.in), Policy Related - [cppo-doe@nic.in](mailto:cppo-doe@nic.in)
- 12. Bidders are requested to kindly mention the URL of the portal and Tender ID in the subject while emailing any issue along with the contact details.
- 13. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. Address for communication and place of opening of bids:

**DY. GENERAL MANAGER (SALES & STORES),**

HLL Lifecare Limited,  
Kanagala Factory  
KANAGALA –591225, TQ: HUKKERI, DIST: BELAGAVI  
Karnataka, India  
Phone: **08333-279244, 279682** Mobile **+91 9480236422**

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14. The bids shall be opened online at the **Office of the Dy. General Manager (Sales & Stores)** in the presence of the Bidders/their authorized representatives who wish to attend at the above address. If the tender opening date happens to be on a holiday or non-working day due to any other valid reason, the tender opening process will be done on the next working day at same time and place.
15. More details can be had from the Office of the Dy. General Manager (Sales & Stores) during working hours. 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.
16. A firm/bidder shall submit only one bid in the same bidding process. A Bidder (either as a firm or as an individual or as a partner of a firm) who submits or participates in more than one bid will cause all the proposals in which the Bidder has participated to be disqualified.
17. Joint ventures or Consortiums of two or more registered bidders are not permitted.

#### 18. Online Tender Process:

The tender process shall consist of the following stages:

- i. Downloading of tender document: Tender document will be available for free download on Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>). However, tender document fees shall be payable at the time of bid submission as stipulated in this tender document.
- ii. Pre-bid meeting: Not Applicable for this tender.
- iii. Publishing of Corrigendum: All corrigenda shall be published on Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>) and HLL website (URL address: <http://www.lifecarehll.com/tender>) and shall not be available elsewhere.
- iv. Bid submission: Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on Government e-procurement portal. No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.
- v. Opening of Technical Bid and Bidder short-listing: The technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.
- vi. Opening of Financial Bids: Bids of the qualified bidders shall only be considered for opening and evaluation of the financial bid on the date and time mentioned in critical date's section.

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**19. Tender Document Fees and Bid Security (EMD):**

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

Name of Bank: State Bank of India  
A/c Number: 11130285123  
IFSC Code: SBIN0000888  
Branch name: Ashok Nagar NIPANI

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

Note: Any transaction charges levied while using any of the above modes of payment has to be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment is effective on the date and time of bid opening.

**20. HLL Lifecare Limited does not bind them to accept the lowest or any bid or to give any reasons for their decisions which shall be final and binding on the bidders.**

**21. The HLL Lifecare Limited reserves to themselves the right of accepting the whole or any part of the tender and bidder shall be bound to perform the same at his quoted rates.**

**22. In case, it is found during the evaluation or at any time before signing of the contract or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the bidder or the applicant has made material misrepresentation or has given any materially incorrect or false information, appropriate legal/penal etc., action shall be taken by HLL Lifecare Limited. Including but not limited to forfeiture of EMD, Security Deposit, black listing etc., as deemed fit by HLL Lifecare Limited.**

**23. Conditional bids and bids not uploaded with appropriate/desired documents may be rejected outright and decision of HLL Lifecare Limited in this regard shall be final and binding.**

**24. The agency shall be solely responsible for complying with the provisions of Provident Fund and ESI Acts etc., (in force and as amended from time to time) relating to manpower engaged to this contract. In the event of any liability on HLL Lifecare Limited due to failure of contract to comply the said Acts, the agency shall indemnify and reimburse the amount payable to HLL Lifecare Limited on this Account. However, it must be clearly understood that the agency/bidder will comply to all statutory obligation in force and amended from time to time and HLL Lifecare Limited will not be held responsible in any manner**

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whatsoever for any non-compliance of statutory obligations.

25. The technical bids should be uploaded as per the requirements of NIT and should not contain price information otherwise the bid will be rejected.

26. HLL Lifecare Limited Ltd reserves the right to verify the claims made by the bidders and to carry out the capability assessment of the bidders and the HLL Lifecare Limited's decision shall be final in this regard.

27. Submission Process:

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and Financial bid online on Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>) along with tender document fees and EMD.

**Note: It is necessary to click on “Freeze bid” link/ icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/ opening during bid opening process.**

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## PART I

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### **INSTRUCTIONS TO THE BIDDERS (ITB)**

Instructions to bidder are broad guidelines to be followed while formulating the bid and its submission to the Purchaser. It also describes the methodology for opening and evaluation of bids and consequent award of contract.

#### **1. DEFINITIONS**

In this Contract, the following words and expressions shall have the meanings as stated below:

- a. **'Invitation for Bid'** shall mean and include the present document, and such other complements and agenda, which may subsequently be issued in this connection.
- b. **'Bidder/Tenderer'** shall mean the person, firm or Corporation submitting a bid against this invitation for bid and shall also include his agents and representatives.
- c. **'Purchaser/Owner'** shall mean HLL Lifecare Limited (HLL) (Thiruvananthapuram) or its units thereof.
- d. **'Engineer-In-Charge'**, shall mean the Engineer appointed by the purchaser/owner to supervise all activities of the project.
- e. **'Supplier/Contractor'**, shall mean the successful bidder whose tender has been accepted by the purchaser/owner and to whom the order is placed by the purchaser/owner and shall include his heirs, legal representatives, successors etc.
- f. **'Acceptance Letter'**, shall mean written consent by a letter of purchaser/owner to the bidder intimating him that his tender has been accepted.
- g. **'Contract'**, shall mean the articles of Contract Agreement, the conditions of contract, schedule of quantities, specifications, drawings attached and duly signed by the purchaser/owner and the Contractor
- h. **'Date of Contract'**, shall mean the date on which the successful bidder has accepted the notification of award.
- i. **'Contract Period'**, shall mean the period specified in the tender documents during which the contract shall be executed.
- j. **'Completion Certificate'**, shall mean the certificate issued by the purchaser/owner to the Contractor after successful completion of the work/project.

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- k. **‘Contract’**, Shall mean this written agreement signed between HLL Lifecare Limited and the Contractor including subsequent amendments to the CONTRACT in writing thereto.
- l. **‘Contractor representative’**, Shall mean such person/or persons duly appointed representative as the Contractor may designate in writing to HLL Lifecare Limited as having authority to act for the Contractor and be bound in matters affecting the work and to provide the requisite services
- m. **‘Inspectors’**, Shall mean any person or outside agency nominated by HLL Lifecare Limited to inspect equipment materials and services, if any, in the Contract stage-wise as well as final as per the terms of the Contract.
- n. **SUB-CONTRACT**, shall mean Order /contract placed by the Contractor for any portion of the Contract or work sub-letted with necessary written consent of HLL. Such sub-letting shall not relieve the Contractor from any obligation, duty or responsibility under the Contract.
- o. **TESTS** shall mean such processes to be carried out by the Contractor as are prescribed in the Contract considered necessary by HLL or their representative in Contract to ascertain quality, workmanship, performance and efficiency of equipment or services thereof.
- p. **THIRD PARTY** ,shall mean any group, person or persons who may be engaged in activity associated with the scope of Work specified but who shall remain at an arm's length from such work and who shall not have a direct responsibility or authority under the terms of this Contract
- q. **SCOPE OF WORK** shall mean all work to be performed by the Contractor as specified in the Scope of Work under this contract.

## 2. SCOPE OF THE BID

HLL Lifecare Limited (HLL), a Government of India Enterprise, invites online bids from the eligible, competent and experienced manufacturers/authorized agents who are capable of supplying the material/services as per our tender conditions and specification in Schedule B.

## 3. ELIGIBLE BIDDERS

3.1 A Bidder should have eligibility criteria as per 8.2-b of this section to submit bids against this tender.

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3.2 A firm/bidder shall submit only one bid in the same bidding process. A Bidder (either as a firm or as an individual or as a partner of a firm) who submits or participates in more than one bid will cause all the proposals in which the Bidder has participated to be disqualified.

3.3 Joint ventures or Consortiums of two or more registered contractors are not permitted.

#### **4. COST OF BIDDING**

4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and "the Purchaser", will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

4.2 Tender documents may be downloaded free of cost from the Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>). However, tender document fees, as mentioned in the NIT, is required to be submitted along with the online bid.

#### **5. Getting information from web portal**

- 5.1. All prospective bidders are expected to see all information regarding submission of bid for the tender published in the e tender website during the period from the date of publication of NIT and up to the last date and time for submission of bid. Non observance of information published in the website shall not be entertained as a reason for any claim or dispute regarding a tender at any stage.
- 5.2. All bids shall be submitted online on the Government e-procurement portal only in the relevant envelope(s)/ cover(s), as per the type of tender. No manual submission of bids shall be entertained for the tenders published through Government e-procurement portal under any circumstances.
- 5.3. The Government e-procurement portal shall not allow submission of bids online after the stipulated date & time. The bidder is advised to submit the bids well before the stipulated date & time to avoid any kind of network issues, traffic congestion, etc. In this regard, the department shall not be responsible for any kind of such issues faced by bidder.

#### **6. Bidding Documents**

- 6.1.1 The Bidder is required to login to the e-procurement portal and download the listed documents from the website. He shall save it in his system and undertake the necessary preparatory work off-line and upload the completed bid at his convenience before the closing date and time of submission.
- 6.1.2 The bidder is expected to examine carefully all instructions, terms and conditions of Contract, Forms, Technical Specifications and Bill of Quantities in the Bid Document. Failure to comply with the requirements of Bid Document shall be at the Bidder's own risk.

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#### 6.2 Clarification of Bidding Documents

- 6.2.1. A prospective bidder requiring any clarification of the bidding documents shall contact the office of the Tender Inviting Authority on any working day between 10 AM and 5 PM.
- 6.2.2. In case the clarification sought necessitates modification of the bid documents, being unavoidable, the Tender Inviting Authority may effect the required modification and publish them in the website through corrigendum.

6.3 Amendment to bidding documents

- 6.3.1. Before the deadline for submission of bids, the Tender Inviting Authority may modify the bidding document by issuing amendment.
- 6.3.2. Any amendment thus issued shall be a part of the bidding documents which will be published in the e-tender website. The Tender Inviting Authority will not be responsible for the prospective bidders not viewing the website in time.
- 6.3.3. If the amendment thus published involves major changes in the scope of supply, the Tender Inviting Authority may at his own discretion, extend the deadline for submission of bids for a suitable period to enable prospective bidders to take reasonable time for bid preparation taking into account the amendment published.

### 7 Preparation of Bids

#### 7.1 Language of the Bid

- 7.1.1. All documents relating to the bid shall be in the English language.

#### 7.2. Documents Comprising the Bid

- 7.2.1. The online bid submitted by the bidder shall comprise the following:
  - i. Details required for e-payment (Details of bank account having core banking facility and e-mail address of the bidder) in the prescribed format.
  - ii. Payment of tender fee/UdyogAadhaar/Udyam as detailed in the e-tender web site.
  - iii. EMD payment/UdyogAadhaar/Udyam details.
  - iv. Copy of Documents in proof of eligibility criteria.
  - v. Copy of Documents in proof of Financial turnover.
  - vi. Other documents specified in Part III.
  - vii. Priced Bill of Quantities.
- 7.2.2. 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.

#### 7.3. Bid Prices

- 7.3.1. The Bidder shall bid as described in the Bill of Quantities (**BoQ- For Kanagala Unit**)

- 7.3.2. For item rate tenders, the bidder shall fill in rates in figures and should not leave any cell blank. The line item total, in words and the total amount shall be calculated by the system and shall be visible to the Bidder.

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7.3.4. GST applicable shall be extra as applicable.

7.3.6. The rates and prices quoted by the bidder shall remain firm during the entire period of contract.

7.4. Currencies of Bid and Payment

7.4.1. The currency of bid and payment shall be quoted by the bidder entirely in Indian Rupees. All payments shall be made in Indian Rupees only.

7.5. Bid Validity

7.5.1. Bids shall remain valid for the period from **01.02.2026 to 31.01.2028**. A bid valid for a shorter period shall be rejected by HLL as non-responsive.

7.5.2. In exceptional circumstances, prior to expiry of the original bid validity period, the Tendering Authority may request the bidders to extend the period of validity for a specified additional period. The request and the responses thereto shall be made in writing or by e mail. A bidder may refuse the request without forfeiting its bid security. A bidder agreeing to the request will not be required or permitted to modify its bid, but will be required to extend the validity of its bid security for the period of the extension.

7.6. EMD

7.6.1. The Bidder shall furnish, as part of his Bid, a Bid Security for an amount as detailed in the Notice Inviting Tender (NIT). For e-tenders, Bidders shall remit the Bid Security using the payment options given in e-tender under Government e-Procurement system only.

7.6.2. Each bid must be accompanied by E.M.D. Any Bid not accompanied by an acceptable Bid Security (EMD) shall be rejected as non-responsive.

7.6.3. Bidders whose EMD of previous Tender/s, if available with HLL, may submit a request for considering the same against the current tender. HLL will check for the availability and may consider for further proceedings as applicable.

7.6.3. The Bid Security (EMD) of the unsuccessful Bidder shall become refundable as promptly as possible after opening of Price Bid and finalization of the tender.

7.6.4. The Bid Security (EMD) of the successful Bidder will be converted to Security deposit on request from the bidder and acceptance of LOI/purchase order.

7.6.5. MSME units interested in availing exemption from payment of **Tender Fee & EMD** should submit a valid copy of their Udyog Aadhaar / Udyam registration certificate. But the Party has to provide Security deposit if Tender is awarded to them. Security deposit will be 5 % of the order value.

7.6.6. 25% of annual procurement value will be sourced from Micro and Small Enterprises (MSE), out of which 4% is earmarked for procurement from MSE's owned by SC or ST entrepreneurs and 3% is earmarked for procurement from MSE's owned by Women entrepreneurs. In the event of failure of SC or ST or Women entrepreneurs to participate in tender or meet tender

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requirements/conditions regarding price the same will be sourced from other MSE enterprises. All rules and regulations as per guidelines of Government of India shall be applicable for MSME.

7.6.7 Startup units interested in availing exemption from payment of tender fee & EMD shall submit a valid copy of Registration Certificate from Department of Industrial Policy & Promotion on or before due date as per tender notice. But the party has to provide security deposit if Tender is awarded to them. Security deposit will be 5% of the order value .All rules and regulations as per guidelines of Government of India shall be applicable for Startup Units.

7.6.8. The Bid Security may be forfeited:

- 1) If the Bidder withdraws the Bid after Bid opening during the period of Bid validity including extended period of validity; or
- 2) If any modification is effected to the tender documents or
- 3) In the case of a successful Bidder, if the Bidder fails within the specified time limit to:
  - a) Accept the LOI/purchase order; or
  - b) Furnish the required Security Deposit.

7.6.9. In such cases, material/service will be procured from alternate sources at the risk and cost of the selected bidder. In such cases, the additional cost incurred will be recovered from them.

7.6.10. The Bid Security deposited will not carry any interest.

7.7. Tender fee

- 7.7.1. For e-tenders, the mode of remittance of Tender Fee shall be the same as detailed for remitting Bid Security. For e-tenders, Bidders shall remit the Tender fee using the payment options as mentioned in the e-tender in Government eProcurement portal only.
- 7.7.2. Any bid not accompanied by the Tender Fee as notified, shall be rejected as nonresponsive.
- 7.7.3. Tender Fee remitted will not be refunded.

7.8 Alterations and additions

- 7.8.1. The bid shall contain no alterations or additions, except those to comply with instructions, or as necessary to correct errors made by the bidder, in which case such corrections shall be initialed by the person or persons signing the bid.
- 7.8.2. The bidder shall not attach any conditions of his own to the Bid. Any bidder who fails to comply with this clause will be disqualified.

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## **8. Submission of Bids**

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.

- 8.1 The tender is invited in **3 Envelope system** from the registered and eligible firms at CPP Portal.
- 8.2 Pre-qualification Criteria for bidders: Following 3 envelopes shall be submitted online at CPP-portal by the bidder.

### **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: State Bank of India

A/c number: **11130285123**

IFSC Code: **SBIN0000888**

Branch name: NIPANI

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

Note:

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

### **b) Envelope -II (Technical bid):**

Technical Bid should contain signed and scanned soft copy of documents duly filled and signed as specified in Part III.

### **Qualification Criteria for contractors / firms**

The bidder should be fulfilling the following preconditions and must also upload/ submit documentary evidence in support of fulfillment of these conditions while submitting the bid.

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<b>Sl. No.</b>	<b>For Eligibility Criteria</b>
1	Questionnaire for Minimum eligibility criteria with all supporting documents related to the questionnaire.
2	Annual financial turnover of the bidder during the previous 3 years, ending 31st March of the financial year i.e. 2022-23, 2023-24, 2024-25.
3	The duly signed acceptance form as per Schedule I of Part-III to be attached

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4	Duly filled and signed copy of requisition for e-payment form along with clear and visible scan copy of cancelled cheque as per the format given.
5	General information of the vendor as per Schedule F of Part III & Vendor Development form as per Schedule G (only for new vendors).
6	<ol style="list-style-type: none"> <li>1) All documentary proof/Declaration proving clauses mentioned in Schedule A (Minimum eligibility criteria)</li> <li>2) Signed and sealed Copy of Schedule B.</li> <li>3) Scanned Copy of GST and PAN.</li> <li>4) Copy of latest ISO Certificate along with the tender. In case the bidder does not have an ISO certification, a declaration stating the same may be submitted in the letter head of the firm.</li> <li>5) GST % as applicable may be provided separately in your letter head</li> </ol>

**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.

Note:

1. HLL Lifecare Limited reserves the right to verify the credential submitted by the agency at any stage (before or after the award of order). 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) Forfeit the entire amount of EMD submitted by the firm.
  - b) The agency shall be liable for debarred from participating in HLL Lifecare Limited tenders for three years, 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

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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.

## **9. Deadline for Submission of the Bids**

- 9.1 Bid shall be received only online on or before the date and time as notified in NIT. The Tender Inviting Authority, in exceptional circumstances and at its own discretion, may extend the last date for submission of bids, in which case all rights and obligations previously subject to the original date will then be subject to the new date of submission. The Bidder will not be able to submit his bid after expiry of the date and time of submission of bid (server time).

### **9.2 Modification, Resubmission and Withdrawal of Bids**

- 9.2.1 Resubmission or modification of bid by the bidders for any number of times before the last date and time of submission is allowed. Resubmission of bid shall require uploading of all documents including price bid afresh.
- 9.2.2 If the bidder fails to submit his modified bids within the pre-defined time of receipt, the system shall consider only the last bid submitted.
- 9.2.3 The Bidder can withdraw his/her bid before the date and time of receipt of the bid. The system shall not allow any withdrawal after the date and time of submission.

## **10. Bid Opening and Evaluation**

### **10.1. Bid Opening**

Bids shall be opened on the specified date & time, by the tender inviting authority or his authorized representative in the presence of bidders or their designated representatives who choose to attend.

#### **10.1 Bid Opening Process**

10.1.1. Opening of bids shall be carried out in the same order as it is occurring in invitation of bids or as in order of receipt of bids in the portal. The bidders & guest users can view the summary of opening of bids from any system. Bidders are not required to be present during the bid opening at the opening location if they so desire.

- a) Envelope -I: Envelope-I Opening date shall be mentioned in NIT Document. (Envelop – I shall contain scanned copy of Tender Fees and EMD)

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b) Envelope -II: Envelope-II opening date shall be as mentioned in NIT Document. The intimation regarding acceptance / rejection of their bids will be intimated to the bidders through e-tendering portal. (Envelope-II shall contain scanned copy of Pre-qualification document.)

If any clarification is needed from bidder about the deficiency in his uploaded documents in Envelope- I and Envelope-II, he will be asked to provide it through CPP portal. The bidder shall upload the requisite clarification/documents within time specified by HLL Lifecare Limited, failing which tender will be liable for rejection.

c) Envelope -III: The financial bids found to be meeting the qualifying requirements shall be opened as per NIT Document. (Depending on evaluation of Envelope I & II, the date shall be intimated through CPP Portal)

10.1.2. In the event of the specified date of bid opening being declared a holiday for HLL, the bids will be opened at the same time on the next working day.

#### 10.2. Confidentiality

10.2.1. Information relating to the examination, clarification, evaluation, and comparison of Bids and recommendations for the award of orders shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award has been announced in favour of the successful bidder.

10.2.2. Any effort by a Bidder to influence the Purchaser during processing of bids, evaluation, bid comparison or award decisions shall be treated as Corrupt & Fraudulent Practices and may result in the rejection of the Bidders' bid.

#### 10.3. Clarification of Bids

10.3.1. To assist in the examination, evaluation, and comparison of bids, the Tender Inviting Authority may ask the bidder for required clarification on the information submitted with the bid. The request for clarification and the response shall be in writing or by e-mail, but no change in the price or substance of the Bid shall be sought, offered, or permitted.

10.3.2. No Bidder shall contact the Tender Inviting Authority on any matter relating to the submitted bid from the time of the bid opening to the time the order is awarded. If the Bidder wishes to bring additional information to the notice of the Tender Inviting Authority, he shall do so in writing.

#### 10.4. Examination of Bids, and Determination of Responsiveness

10.4.1. During the bid opening, the Tender Inviting Authority will determine for each Bid whether it meets the required eligibility as specified in the NIT; is accompanied by the required EMD, Tender fee and the required documents and certificates.

10.4.2. A substantially responsive bid is one which conforms to all the terms, conditions, and requirements of the bidding documents, without material deviation or reservation.

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- 10.4.3. If a Bid is not substantially responsive, it may be rejected by the Tender Inviting Authority, and may not subsequently be made responsive by correction or withdrawal of the nonconforming material deviation or reservation.
- 10.4.4. Non submission of legible or required documents or evidences may render the bid non-responsive.
- 10.4.5. Bidder can witness the principal activities and view the documents/summary reports for that particular tender by logging on to the portal with his DSC from anywhere.
- 10.4.6. Single tender shall not be opened in the first tender call.

10.5. Negotiation on Bids

- 10.5.1. The Tender Inviting Authority reserves the right to negotiate with the lowest evaluated responsive bidder.

## 11. Award of Order

- 11.1. HLL will award the order to the Bidder whose bid has been determined to be substantially responsive and who has offered the lowest evaluated bid price.
- 11.2. In the eventuality of failure on the part of the lowest successful bidder to produce the original documents, or submit the security deposit, or acceptance of order within the specified time limit, the Bidder shall be debarred in future from participating in HLL tenders for three years and will be recommended for blacklisting by the competent authority. In such cases, the service will be availed from other responsive bidders at the risk and cost of nonresponsive L1 bidder.
- 11.3. The rates for the various locations quoted by the Bidder shall be rounded to two decimal places. The decimal places in excess of two will be discarded during evaluation.
- 11.4. The Tender Inviting Authority reserves the right to accept or reject any Bid and to cancel the Bidding process and reject all Bids at any time prior to the finalization of tender, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Tender Inviting Authority's action.
- 11.5. Notification of Award and Order Acceptance

- 11.5.1. The Bidder, whose Bid has been accepted, shall be notified of order by HLL prior to expiration of the Bid validity period by e-mail.

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## 12. Corrupt or Fraudulent Practices

12.1 The purchaser requires that the bidders and suppliers observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following are defined:

Sl. No.	Term	Meaning
(a)	Corrupt practice	The offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution.
(b)	Fraudulent practice	A misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract.
(c)	Collusive practice	Means a scheme or arrangement between two or more bidders, with or without the knowledge of the purchaser, designed to establish bid prices at artificial, non-competitive levels.
(d)	Coercive practice	Means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.

12.2 The Purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the order in question.

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## SCHEDULE – A

### MINIMUM ELIGIBILITY CRITERIA FOR QUALIFYING IN THE TECHNICAL BID

1. The Transporter should have own minimum 5 number trucks and have at least 5 attached trucks with National Permit. Further they should be capable of mobilizing additional trucks as and when required.
2. The successful tenderer should deposit Security Deposit of INR 3,00,000/- within two weeks of award of work by DD/ BG in favour of M/s. HLL Lifecare Limited, payable at NIPANI. The Security Deposit would be released after three months on the satisfactory completion of the contract. The EMD of successful bidders will be converted to Security Deposit and the bidders are required to furnish the balance amount.
3. The Transporter should have a full-fledged office with telephone, Fax/ e-mail facilities in nearby station at Kanagala (i.e. Nipani, Sankeshwar, Gadchinglaj, Gokak, Belgavi, Kolhapur, Hubli-Dharwad Sangali Ichalkaranji
4. The transporter should have Branch/Associate Offices at the major destinations given in the Schedule B.
5. EMD of INR 2,00,000/- by way of RTGS/NEFT to be submitted as mentioned in the HLL tender document.
6. The transporter should be registered under carriage by road act 2007 and also with State Transport Department in which their main office is located.
7. The contractor should have a Certificate of Registration for transportation goods through registered common carriers as per Carriage by Road Act 2007 and copy of the same is to be attached along with the technical Bid.
8. Copy of Income Tax Returns for previous Three Financial Years
9. P&L statement with Revenue from operation for last **three** financial years.

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**QUESTIONNAIRE TO BE FILLED FOR MINIMUM ELIGIBILITY CRITERIA**

1(a)	Do you have required number of own and attached trucks with National Permit as indicated in Sl. No.1 of Schedule A	Yes/No
(b)	If yes, have you attached the details of the Trucks as required in Clause (3) of Schedule F? Copies of the R C book, Permit & other documents to be attached.	Yes/No
(c)	Whether your transport company is approved by Indian Bankers Association. If yes certificate may be enclosed with validity period	Yes/No
2	Do you agree to provide Security deposit of Rs 3,00,000/- by either in DD or in the form of Performance Bank Guarantee from Nationalized / Scheduled Bank if contract is awarded?.	Yes/No
3(a)	Have you undertaken all India transportation contracts of Public Sector Undertaking/Leading Private Companies for last 3 years period?	Yes/No
(b)	If yes, Have you attached the copies of the contracts/work orders with Technical Bid?	Yes/No
4	Do you have full-fledged Office with Telephone, e-mail facilities in nearby station at Kanagala (i.e., Nipani, Sankeshwar, Gadchinglaj, Gokak, Belagavi, Kolhapur, Hubli-Dharwad, Sangali, Ichalkaranji)	Yes/No
5	Do you have Branch/Associate Offices at the Major destinations given in the Schedule B?	Yes/No
6	If the above is 'Yes', have you attached the details of your Branch/Associate offices in the format given in item No. (4) of Schedule F ?	Yes/No
7	Are you registered under Carriage by road ct 2007 and also with State Transport Department in which your main office is located? (If yes ,copy of the Registration to be attached in the Technical Bid)	Yes/No
8	Have you attached the signed & sealed Declaration (as in SCHEDULE -I) along with technical Bid ?	Yes/No
9	Have you submitted Rs. 2,00,000/- towards EMD?	Yes/No
10	Have you enclosed a copy of GST & PAN Card ?	Yes/No
11	Have you enclosed Turnover Certificate issued by Chartered Accountant, P&L statement with Revenue from operation for three years (2022-23, 2023-24 & 2024-25)	Yes/No
12	Have you submitted ITR for last 3 financial years	Yes/No
13	Tracking of Transporter facility	Yes/No

All the information's provided herein are true and correct.

Place:  
 Date :

**NAME AND SIGNATURE OF THE VENDOR**  
 (Office Seal)

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### APPROXIMATE NO. OF BOXES FOR FULL TRUCK LOAD OF 9 TON CAPACITY

SN	SCHEME OF PACKING	NO. OF BOXES PER FULL TRUCK LOAD
1	SUCHI SANITARY NAPKIN	145-165
2	PUTHUYUGAM SANITARY NAPKIN	230-245
3	HAPPY DAYS 3'S SANITARY NAPKIN	500-550
4	HAPPY DAYS 8'S SANITARY NAPKIN	200-220
5	HAPPY DAYS 6'S SANITARY NAPKIN	200-210
6	SHE PAD	160-170
7	CHAYYA	500-520
8	EZY PILL	500-520
9	SAWAN 3'S	340-370
10	THRILL 3S	205-215
11	NACO / FS CONDOM	200-210
12	DELUXE CONDOM	200-210
13	USTAD 7'CONDOM	200-210
14	MALA D	310-340
15	MALA N (FS)	500-520
16	SAHELI	1,000

1. \*

#### NOTE:

1. The Number of Boxes per scheme per truckload given is approximate and may marginally vary on either side.
2. If any new scheme which is not covered in the above schemes, but the number of boxes is similar to any one of the above schemes, is required to be transported, the transporter shall do the same at the agreed rate without additional cost.
3. If any new scheme, which is not covered in the above schemes, required to be transported, the number of boxes will be fixed after mutual discussion.

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**TENDER FOR TRANSPORTATION OF FINISHED GOODS HLL, KANAGALA TO VARIOUS DESTINATIONS IN INDIA**

SL. NO	DESTINATIONS	APPROXIMATE NUMBER OF DAYS FOR KANAGALA UNIT	Eicher B Type, 5 MT	A Type 9 MT	B Type 16 MT	B Type 21 MT	B Type 25 MT	32 Ft. (7 Ton)	32 Ft. (15 Ton)
			WITH ONE TRANSHIPMENT						
1	AHMEDABAD	3							
2	AMARAVATI (AP)	4							
3	AGARTALA	18							
4	AIZWAL (MIZORAM)	18							
5	ADILABAD (TS)	3							
6	ASIFABAD	3							
7	BENGALURU	3							
8	BAREILLY (UP)	7							
9	BHOPAL	5							
10	BHIVANDI	3							
11	BHUBANESHWAR	6							
12	CHENNAI	5							
13	CHANDIGARH	8							
14	COCHIN / KOCHI	4							
15	DEHRADUN	10							
16	DANKUNI (WB)	8							
17	DIBRUGARH (AS)	14							
18	DAMAN / DIU (UT)	5							
19	FARIDABAD (HR)	8							
20	GUTUR	4							
21	GUWAHATI	13							
22	GANDHINAGAR	4							
23	GHAZIABAD	8							
24	GWALIOR (MP)	5							
25	HYDERABAD	3							
26	INDORE	3							
27	IMPHAL (MN)	25							

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S.L. NO	DESTINATIONS	APPROXIMATE NUMBER OF DAYS FOR KANAGALA UNIT	Eicher B Type, 5 MT	A Type 9 MT	B Type 16 MT	B Type 21 MT	B Type 25 MT	32 Ft. (7 Ton)	32 Ft. (15 Ton)
		WITH ONE TRANSHIP MENT							
28	ITANAGAR (AR)	25			-				
29	JAIPUR	5							
30	JAMMU & KASHMIR	13							
31	JABALPUR (MP)	5							
32	KOZHIKODE	4							
33	KOHIMA (NL)	22							
34	KOLKATA	8							
35	KANPUR	5							
36	LUCKNOW	8							
37	MUMBAI	3							
38	NEW DELHI	8							
39	NAINITAL	10							
40	NAGPUR (MH)	4							
41	PATNA	8							
42	PANAJI	2							
43	PANCHKULA	8							
44	PUDUCHERRY	4							
45	PUNE	2							
46	PORT BLAIR (A&N)	26							
47	PAPUMPARE (AR)	26							
48	RAIPUR	6							
49	RAEBARELI (UP)	8							
50	RANCHI	8							
51	REWA (MP)	7							
52	SAGAR (MP)	7							
53	SILVASSA	5							

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SL.N O	DESTINATIONS	APPROXIMATE NUMBER OF DAYS FOR KANAGALA UNIT	Eicher B Type, 5 MT	A Type 9 MT	B Type 16 MT	B Type 21 MT	B Type 25 MT	32 Ft. (7 Ton)	32 Ft. (15 Ton)
		WITH ONE TRANSHIPMENT							
54	SIDDHARTHNAGAR	8							
55	SHIMLA	13							
56	SIKKIM	23							
57	SRINAGAR	16							
58	SHILLONG (ML)	20							
59	SINGRAULI (MP)	7							
60	SONBHADRA (UP)	7							
61	THIRUVANANTHAPURAM	4							
62	UJJAIN (MP)	6							
63	VARANASI	6							
64	VIJAYAWADA (AP)	4							
65	WARANGAL (TS)	4							

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**TENDER FOR TRANSPORTATION OF FINISHED GOODS TO VARIOUS DESTINATIONS EX-KANAGALA TO KARANATAKA STATE (Rate shall be quoted for DISTRICT PLACES, delivery may be in any Block Level/Taluka in particular District as per our requirements)**

SL No.	Locations	APPROXIMATE NUMBER OF DAYS TO REACH THE BELOW DISTRICT LEVEL IN KARNATAKA	Eicher B Type, 5 MT	A Type 9 MT	B Type 16 MT
1	BAGALKOTE	2			
2	BALLARI (BELLARY)	2			
3	BELAGAVI	1			
4	BIDAR	3			
5	CHAMARAJANAGAR	3			
6	CHIKBALLAPUR	3			
7	CHIKKAMAGALURU	3			
8	CHITRADURGA	2			
9	DAKSHINA KANNADA (MANGALURU)	3			
10	DAVANGERE	2			
11	DHARWAD	2			
12	GADAG	2			
13	HASSAN	3			
14	HAVERI	3			
15	KALABURGI (GULBARGA)	3			
16	KODAGU	2			
17	KOLAR	2			
18	KOPPALA	1			
19	MANDYA	2			
20	mysuru (MYSORE)	2			
21	RAICHURU	2			
22	RAMANAGARA	2			
23	SHIVAMOGGA (SHIMOGA)	2			
24	TUMAKURU (TUMKUR)	2			
25	UDUPI	2			
26	UTTARA KANNADA (KARWAR)	1			
27	VIJAYANAGARA (HOSAPETE)	1			
28	VIJAYAPURA (BIJAPUR)	1			
29	YADGIRI	2			

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**TENDER FOR TRANSPORTATION OF FINISHED GOODS TO VARIOUS DESTINATIONS EX-KANAGALA TO TAMIL NADU STATE (Rate shall be quoted for DISTRICT PLACES, delivery may be in any Block Level/Taluka in particular District as per our requirements)**

SL No.	Locations	APPROXIMATE NUMBER OF DAYS TO REACH THE BELOW DISTRICT LEVEL IN TAMILNADU	Eicher B Type, 5 MT	A Type 9 MT	B Type 16 MT
1	ARIYALUR	3			
2	CHENGALPATTU	4			
3	COIMBATORE	3			
4	CUDDALORE	3			
5	DHARMAPURI	3			
6	DINDIGUL	3			
7	ERODE	3			
8	KALLAKURICHI	3			
9	KANCHEEPURAM	3			
10	KANYAKUMARI	3			
11	KARUR	3			
12	KRISHNAGIRI	3			
13	MADURAI	3			
14	MAYILADUTHURAI	3			
15	NAGAPATTINAM	3			
16	NAMAKKAL	3			
17	PERAMBALUR	3			
18	PUDUKKOTTAI	3			
19	RAMANATHAPURAM	3			
20	RANIPET	3			
21	SALEM	3			
22	SIVAGANGAI	3			
23	TENKASI	3			
24	THANJAVUR	3			
25	THE NILGIRIS	4			

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**SCHEDULE-B**

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**TENDER FOR TRANSPORTATION OF FINISHED GOODS TO VARIOUS DESTINATIONS EX-KANAGALA TO TAMIL NADU STATE (Rate shall be quoted for DISTRICT PLACES, delivery may be in any Block Level/Taluka in particular District as per our requirements)**

SL No.	Locations	APPROXIMATE NUMBER OF DAYS TO REACH THE BELOW DISTRICT LEVEL IN TAMILNADU	Eicher B Type, 5 MT	A Type 9 MT	B Type 16 MT
26	THENI	3			
27	THIRUVALLUR	3			
28	THIRUVARUR	3			
29	THOOTHUKUDI	3			
30	TIRUCHIRAPPALLI	3			
31	TIRUNELVELI	3			
32	TIRUPATHUR	3			
33	TIRUPPUR	3			
34	TIRUVANNAMALAI	3			
35	VELLORE	3			
36	VILUPPURAM	3			
37	VIRUDHUNAGAR	3			

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**EX-MUMBAI TO VARIOUS DESTINATIONS IN INDIA**

SL No.	Locations	No. of days for delivery	Eicher B Type, 5 MT	A Type 9 MT	B Type 16 MT
1	LOCAL	1			
2	AHMEDABAD	4			
3	BHOPAL	4			
4	BHIWANDI	1			
5	INDORE	4			
6	JAIPUR	6			

**EX-KOLKATA TO VARIOUS DESTINATIONS IN INDIA**

SL No.	Locations	No. of days for delivery	Eicher B Type, 5 MT	A Type 9 MT	B Type 16 MT
1	LOCAL	1			
2	BHUBANESHWAR	4			
3	CUTTACK	5			
4	GUWAHATI	5			
5	PATNA	5			
6	RAIPUR	4			
7	DELHI	8			
8	RANCHI	5			

**EX-HYDERABAD TO VARIOUS DESTINATIONS IN INDIA**

SL No.	Locations	No. of days for delivery	Eicher B Type, 5 MT	A Type 9 MT	B Type 16 MT
1	LOCAL	1			
2	BHUBANESHWAR	4			
3	MEDAK	3			
4	RANGA REDDY	2			

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EX-DELHI TO VARIOUS DESTINATIONS IN INDIA					
SN	Destination	No. of days for delivery	Eicher B Type, 5 MT	A Type 9 MT	B Type 16 MT
1	LOCAL	1			
2	BHOPAL	5			
3	GWALIOR	3			
4	JAIPUR	6			
5	KANPUR	6			
6	KOLKATTA	7			
7	LUCKNOW	6			
8	LUDHIANA	5			
9	GHAZIABAD	2			
10	RANCHI	8			
11	VARANASI	8			
12	PATNA	8			

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**SCHEDULE- B**

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### **PICK UP ADDRESS FOR DOMESTIC MARKETING WAREHOUSES (CFA/DEPOTS)**

<b>S.NO</b>	<b>WAREHOUSE LOCATION</b>	<b>PICK UP ADDRESS</b>
1	Lucknow	1) <u>HLL LIFECARE LIMITED - C-39 , FIRST AND SECOND FLOOR TRANSPORT NAGAR , KANPUR ROAD, LUCKNOW – 226012 UTTAR PRADESH</u>
2	KOLKATA	1) <u>HLL LIFECARE LIMITED - C &amp; FA, KOLKATA, 171, MAHATMA GANDHI ROAD, THAKURPUKUR, KOLKATA – 700063, WEST BENGAL</u>
3	MUMBAI	1) <u>HLL LIFECARE LIMITED - C &amp; FA , MUMBAI, F-101-102, MAA PADMAVATI COMPLEX, NEAR PRERNA COMPLEX, ANJUR – MANKOLI ROAD, BHIWANDI, THANE – 421302, MAHARASTRA</u>

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## PART II

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### **TERMS AND CONDITIONS**

- 1) This Bid is intended to finalize the contract for transportation of finished products by TRUCK from our facilities in Kanagala to consignees in various States and From our Domestic marketing warehouses (CFA/Depots) to customers of various locations. The destinations are given in Schedule B.
- 2) This is a TWO BID system comprising of:
  - (a) Technical Bid
  - (b) Price Bid
- 3) An amount of INR 2,00,000/- towards Earnest Money Deposit, to be paid by RTGS/NEFT to M/s. HLL LIFECARE LIMITED, Kanagala, shall be submitted as mentioned in the Tender document.
- 4) Technical bid Document shall be attached Envelope II in as mentioned in the Tender document . Price Bids shall be submitted in the BoQ in Envelope III in the Tender.
- 5) The Transporter is expected to examine all Instructions, Terms and Conditions given in the Bidding documents. Failure to furnish all information required in the Bidding documents in every respect will be at the Transporters risk and may result in rejection of the Bids.
- 6) The validity of both Technical Bid and Price bid shall be valid for **two years**. However, HLL reserves the right to limit/extend the validity period without assigning any reason.
7. **The date and time of opening of Price Bid will be intimated separately. The Price Bids of Tenderers who do not qualify in the technical bid will not be opened.**
8. The tenders should be completed in all respects. Incomplete tenders are liable to be rejected.
- 9) The quantity mentioned in clause (31) of Schedule - D is approximate and in case the Company requires more/less number of loads and for additional destination during the period of the contract, the transporter should be prepared to provide vehicles at the agreed rate, terms & conditions.

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### **SCHEDULE - C**

- 10) The Tenderer who does not meet the Minimum Eligibility Criteria shall be considered as **DISQUALIFIED** in the tender.
- 11) Quoted rates shall include door collection, door delivery, unloading and any other expenses that are likely to be incurred by the transporter.
- 12) Clear acknowledgement of delivery within the given period as indicated in Schedule B is the essence of the contract.
- 13) The transporter, if required, has to meet all expenses like toll, Octroi, entry tax etc.
- 14) MSME units interested in availing exemption from payment of Tender Fee & EMD should submit a valid copy of their Udyog Adhaar/Udhyam registration certificate Scanned copy of the same is to be attached in the along with the technical bid.

#### **15) IMPORTANT:**

The reference rate of Diesel for this tender will be the retail rate as on Technical bid opening. i.e. the retail rate of Diesel at Pickup location/EXW Location. On releasing Work Order, whenever the Diesel rate increase/decrease, the freight already agreed shall also be re-fixed as per the formula given hereunder.

The rate revision on account of increase / reduction in diesel price by Rupee one or more after issue of work order will be as per the formulae given below:

Current Rate of Diesel = A

Increased/Decreased rate = B

Difference = B – A

% of Increase/Decrease rate =  $\frac{B-A}{A} \times 100 = X$

60 % of X = Y

Increase/Decrease in Rate = Existing Rate x (1+Y %)

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## SCHEDULE - C

### 16. Preference to Make in India

Preference shall be given to local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a local supplier, should be as per relevant notification / order issued by the nodal ministry as available on the website of Department of Promotion of Industries and Internal Trade (DPIIT). If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted.

#### Verification of Local Content:

- a) The supplier at the time of tender, bidding or solicitation shall be required to indicate percentage of local content and provide self certification that the items offered meets the local content requirement for supplier, as the case may be. They shall also give the details of the locations (s) at which the local value addition is made.
- b) In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 and subsequent amendment dated 16.09.2020 and any other amendments which may be made from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products.

Rule 144 (xi) of the GFR regarding restrictions on procurement from a bidder of a which mandates the bidder from a country sharing land border with India

Regarding restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

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### **SPECIFIC CONDITIONS**

1. The Company shall have the right to inspect the existence and genuineness of the details claimed in the Technical Bid, to determine the eligibility of the Bidder prior to the award of transportation work and the tenderer shall extend all co-operation for this. If any information provided in the Technical Bid is found false or not correct at the stage of inspection/verification, the tenderer may be disqualified.
2. If any information provided in the Technical Bid is found false at any point of time during the contract period, the same shall result in termination of contract, disqualification of the tenderer from future tenders, forfeiture of EMD paid and Security Deposit and payment of compensation towards loss or damage caused to the Company on account of making false claims.
3. The Transporter shall have to liaison with the consignee and our office enroute/location for smooth conduct of the contract.
4. The Transporter is expected to collect the consignment from HLL and deliver the same to the consignee within the specified period as stipulated in the work order with "Point to Point" transportation or "With one Transhipment" as the case may be agreed by the Company.
5. Freight charges for stations from/ to places other than what are indicated herein shall be fixed mutually considering the distance to nearby stations.
6. For the purpose of booking Full Truck Loads, the general norms with respect to the approximate number of boxes are given in Schedule B, which may vary in some cases and the tenderer shall accept it without any additional cost.
7. In a situation when the truck may have to be retained at different points like Kanagala, Domestic marketing warehouses (CFA/Depots) and at the consignee end for loading/unloading, the Transporter should be ready for the same and no additional charges shall be payable for this.

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8. Transit insurance will be arranged by HLL Lifecare Ltd, subject to excess clause of Rs. 5,000/- . Insurance coverage will be taken by HLL for which the details are to be provided by transporter at the time truck leaves our premises / facility. Insurance for intermediate storage of goods if required shall be the responsibility of the transporter.
9. Failure to deliver the materials as per the schedule provided by the Company would attract penalty as stipulated here under. However, the consignment for unspecified areas should be delivered within a reasonable time limit with reference to the time fixed for the nearest destinations.
10. The delivery period mentioned to is exclusive of the dates of loading at HLL premises/godown and unloading at the destinations respectively.
11. A Penalty of 1% of freight shall be imposed per day per truckload for late delivery beyond the number of days given/agreed in the Tender/ Transportation Work Order/Agreement.
12. Whenever the Company, in exigency, book the part load as full truck load and at full load rate, the Transporter shall not carry the materials of any other customer along with the same HLL consignment.
13. On awarding the Work Order, the contractor shall contact HLL between 2.00 P.M. and 3.00 P.M. on all working days to ascertain the requirement and collect the schedule.
14. The transporter will be given the schedule of trucks required at least 24 hours in advance in writing/e-mail/ telephone calls. Failure to place the required number of trucks within the free time will be attract penalty as follows.
  - a. First 24 hours from issue of schedule : NIL
  - b. Above 24 hours to 48 hours : 1.5 % of freight charge
  - c. 48 hours to 72 hours : 3 % of freight charge
  - d. 72 hours and above : 5 % of freight charge

If the Transporter fails to provide the vehicle within the time given, the Company reserves the right to engage truck from other sources. The additional costs that may be incurred by the Company in this regard will be recovered from the originally designated Transporter. **(Special attention is drawn to this clause).**

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15. The Company reserves the right to change the mode of Transport exclusively or partially during pendency of this contract.
16. The Transporter should be prepared to carry out such portion of the transportation work given in the schedule as ordered to them and the Company will have full right to split up the transportation work at its discretion if found necessary.
17. When the Transporter fails to carry out the transportation work at any time to the satisfaction of the Company, the Company may get the transportation work done by other means at the risk and cost of the transporter and recover the cost from the pending bills, Bank guarantee, Sale of movable & immovable properties etc. of the transporter without prejudice to the rights available under the contract.
18. The contract is of special nature involving handling and transport of costly materials and as such the transporter will have to ensure complete safety in handling and transporting these items. If any damage and/or loss for to the materials has occurred, between the collection of the consignment and delivery of the same to the consignee, the Tenderer/Transporter will be held responsible for such damages and losses which will have to be made good by them/ recovered from the pending bills, Bank Guarantee / Security Deposit.
19. The Transporter has to ensure that the materials collected are as per the Packing Slip/Delivery Challan. The Packing Slip/Delivery Challan shall form the part of the L.R./C.N. The consignment shall be delivered as per the L.R./Packing Slip/Delivery Challan.
20. The Transporter is solely responsible for complying with all statutory obligations and for any loss/expenditure arising from the breach thereof, if not satisfactorily settled by the Transporter, the Company reserves the right to withhold payment of bills or any other dues and discharge the obligations of the Transporter without prejudice to the Company claiming full value of damage otherwise as per law in force.
21. The successful transporter has to provide vehicles as and when required, for a period of two years during which no rate/price change will be allowed other than for increase/decrease in the rate of Diesel.
22. Trucks reporting after 14:00 Hrs. are likely to be halted and no claim will be entertained on this account.

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23. It will be the sole responsibility of the Transporter to ensure adequate protection of the consignment from sunrays, rain and all other hazards for which necessary protection like tarpaulin etc. must be used.
24. The transporter shall carry all the documents related to the delivery of the consignment to the consignee & obtain clear acknowledgement from the consignee on the reverse of the Consignment Note/LR as token of receipt of the consignment in good condition and arrange to send the original of the acknowledged Consignment Note/LR to HLL Kanagala as the case may be within 30 days from the date of delivery. Also scanned copy of the acknowledged receipt should be send to HLL Kanagala & marketing warehouses (CFA/Depots) within 48 hours of delivery of goods to the customers.
25. The payment of the transporting charges would be made on submission of proper invoices supported by the Goods Consignment Note and any other document specified by HLL, duly signed by the consignee with official stamp in token of receipt of consignment in good condition. However, in case any shortage/damage is reported by the consignee within 30 days of delivery of the consignment, the value of such quantity will be recovered from the transporters Bills/Security Deposit. Bills must be submitted within 30 days from the date of delivery.
26. The documents handed over to the Transporter by the consignor/consignee are to be carried safely for delivery to the officials intended for.
27. The work Order may be issued to more than one transporter who qualify in the Technical Bid for the destination quoted by them. However, the L1 tenderer shall be approached first for placing the vehicle for a given destination.

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28. Non-performance or non-adherence to any of the terms and conditions stipulated in the Tender/Work Order will be violation of the spirit of the agreement to be executed which will tantamount to breach of contract and in such a situation, the Company reserves the right to terminate the contract with or without notice and without assigning any reason and the Transporter would be liable for losses/damages that would have been incurred by the Company on account of their non-fulfilment of the contract.
29. The transportation contract awarded shall not be subcontracted to any other person/transporter. In case the Company finds, at any point of time during the period of contract, that the transportation work undertaken by the Transporter has been subcontracted, the same will be treated as violation of the contract and is liable for legal action, termination of contract, forfeiture of Security Deposit and disqualification from future tenders to HLL.
30. The approximate quantity of loads to be transported in two years and Consignee under this Tender is given below:

Full Truck Loads : 1300

Others : below 80

CONSIGNEES : State Family Welfare Officer, GMSDs

: C&F Depots/HLL KANAGALA/HLL Depots at various places all over India, etc.

31. The minimum length, width, height & capacity of the vehicles for Kanagala as below.

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The minimum length, width, height & capacity of the vehicles for DOMESTIC MARKETING WAREHOUSES (CFA/DEPOTS)

Type of Vehicle	Length	Width	Height	Carrying Capacity
Eicher/ Tata/ Leyland/ Bharat-Benz	17' .00	7' .00"	7' .00"	5 MT
Eicher/ Tata/ Leyland/ Bharat-Benz	19' .00"	7' .00"	7' .60"	9 MT
Tata/Leyland / Eicher etc., B Type	22' .00	7' .00"	7' .60"	16 MT
Tata/Leyland / Eicher etc., B Type	23' .60"	7' .00"	7' .60"	21 MT
Tata/Leyland / Eicher etc., B Type	28' .00"	7' .80"	7' .00"	25 MT
CONTAINER 32 FT SXL	32' .00"	8' .00"	8' .00"	7 MT
CONTAINER 32 FT SXL HQ	32' .00"	8' .00"	10' .00"	15 MT

**Less than the minimum capacity vehicle both in MT and platform size as mentioned above shall not be permitted for loading.**

### **32. PRICE BID**

- (i) The bidder should examine the conditions of the tender and all cost involved before submitting the price bid.
- (ii) The Tenderers shall quote the lowest competitive rate to transport full load of our products. The details of Loads of all Schemes are given in SCHEDULE B.
- (iii) Quoted rates shall include door collection, door delivery, unloading charges at destination and any other expenses that are likely to be incurred by the transporter
- (iv) All incidental charges, either statutory or otherwise including octroi, entry tax and toll tax except Insurance charges, shall be borne by the Transporter.
- (v) The rate for “Point to Point” and “With one Transshipment” may be quoted in BoQ (Price Bid) wherever applicable.

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**EMAIL: [saleskfb@lifecarehll.com](mailto:saleskfb@lifecarehll.com) / [salesnfk2@gmail.com](mailto:salesnfk2@gmail.com)**

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(vi) Condoms and OCP/ECP are exempted from all taxes and duties, no tax need to be paid by the Transporter while transporting the consignment enroute destination. A certificate to this effect will be given along with each load. No claim on this account will be entertained.

However in the case of other products, the required documents relating sales tax, levies, etc will have to be collected by the transporter.

(vii) The price quoted by the tenderers will be valid for two years and can be extended up to 3 to 6 months on mutual consent.

(viii) The rates quoted shall be valid till the completion of the contract. No enhancement in rates, except specified in this tender shall be claimed or payable during the period of the contract.

### 33. LEGAL COMPLIANCES:

The successful tenderer shall have to execute an agreement on Stamp Paper worth Rs.200/- (Rupees One Hundred only) for the due fulfillment of the contract within 15 days of the award of contract. (Draft agreement can be collected from Sales dept. of Kanagala Factory)

The jurisdiction of any dispute and proceedings arising out of this tender shall be only in the Court of **Sankeshwar/Hukkeri**.

Any dispute or difference whatsoever arising between the parties out of or relating to the construction, meaning, scope operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties

### 34. RECOVERY OF LOSS/DAMAGE TO COMPANY: -

(i) The successful tenderer should deposit Security Deposit of INR 3,00,000/- within two weeks of award of work by DD/ Performance Bank Guarantee in favour of M/s. HLL Lifecare Limited, payable at Nipani. The Security Deposit would be released after three months on the satisfactory completion of the contract. The EMD of successful bidders will be converted to Security Deposit and the bidders are required to furnish the balance amount.

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## SCHEDULE- D

- (ii) This E.M.D will be forfeited in case the transporter gets qualified in the technical bid and further withdraws from the contract by non-acceptance of the work order/LOI, or showing reluctance for entering into an agreement with HLL on receipt of Work Order /LOI as the case may be.
- (iii) This Security Deposit shall be forfeited in case the transporter withdraws from the contract once it is awarded or fails in completing the contract in time as required by the Company or in case any loss / wrong delivery (consignee or consignment) / or damage is caused to the Company by the transporter or on breach of any of the conditions of the contract. Loss or damage caused to the Company at the instance of the contract awarded to the Transporter shall be recovered from the Security Deposit in proportionate to the loss or damage sustained by the Company and the decision on the amount of compensation for the loss or damage shall be at the discretion of the Company. The Company shall also have the right to recover such loss or damage from the movable or immovable properties of the Transporter and his heirs and legal representatives if the loss or damage caused is in excess of Security Deposit.

### 35. INDEMNITY CLAUSE: -

If the transporter fails to meet the terms of the Transportation Work Order/Agreement (in placing the vehicle within the time prescribed, delivery of the consignment within the agreed days etc.) the transporter shall and will indemnify the Company (HLL) against all losses or damages what so ever to be incurred or sustained including legal cost or expenses incurred by the Company by reasons of non-provision /non-performance against the terms and conditions given in the transportation Work Order/Agreement and this Tender.

If any shortage/damage, pilferage etc. are found in the consignment, while delivering the same to the consignee, the Transporter/their representative at the destinations/stations shall give open delivery and issue/obtain necessary shortage/damage certificate within 7 days of delivery to/from the consignee to enable HLL to prefer claim from the Insurance Company. **Double the value of the quantity found short/damaged shall be retained/recovered from the Transporter Bills/other movable & immovable properties and shall be released only after realization of the amount from the Insurance Company.**

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## **SCHEDULE- D**

**36. DISTRIBUTION OF TRANSPORTATION WORK TO MORE THAN ONE TENDERER: -**

The Company reserves the right to distribute the transportation work under this tender to one or more parties, in full or partially at its discretion to different transporters who agree to do the transportation work at the lowest rate. However, the Company is not bound to accept the lowest rate.

**37. GENERAL**

This Tender is liable to be suspended or cancelled at any time at the discretion of the Unit Chief of the Kanagala Factory, Kanagala Belgavi-591 225 with or without assigning any reason. Any or all Technical Bid and Price Bid can be rejected or accepted or cancelled by him/her without assigning any reason.

38. In the case of wrong delivery, the total value of the wrongly delivered consignment/goods shall be forfeited from the bill submitted by the party. The Company shall also have the right to recover the total value of the consignment from the movable or immovable properties of the Transporter and his heirs and legal representatives if the total values is in excess of Security Deposit
39. The transporter should have online tracking facility for the consignments dispatched from the factory premises. If the facility is not available, updates shall be given to HLL through mail/fax on daily basis.
40. HLL shall not be liable for producing any type of certificates which is not required for the movement of condoms from one state to another state through the respective check post.
41. For all dispatches, the transporter should ensure that all documents relevant (such as Permits/Forms) to the transportation of goods till final destination should be properly verified and ensured prior to dispatch of goods from factory. We will not entertain any further request for additional documentation while goods are in transit.
- 42. Along with penalty, GST as applicable for the same will also be deducted.**

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### **QUESTIONNAIRE - GENERAL INFORMATION OF THE TENDERER**

1. (a) Name and address of the Tenderer :

(b) Details of Key Personnel at your Thiruvananthapuram Office

Name / Designation	Tel. No.		Mobile No.	Fax No.	email id
	Off.	Res.			

(c) Details of Key Personnel at your Head Office

Name & Designation	STD Code	Tel. No.		Mobile No.	Fax No.	email id
		Off.	Res.			

2. (a) 1) Type of Firm : Partnership/ Proprietary / Pvt. Ltd./Public Ltd.

1) Details of Partners/ Directors along with address: (Attach additional sheet if required)

(b) PAN Card of the Tenderer : (Attach copy)

3. a) No. of vehicles under your ownership having  
 National Permit. (Attach a statement of details : ..... Nos.  
 of Truck No. /self-attested copies of RC book & permit)

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b) No. of vehicles attached with you/firm /company.

(Attach a statement of details : ..... Nos.  
 of Truck No. / self attested copies of RC book & permit)

4. Do you have Branch/Associate Offices at the major destinations given in the Schedule B ? : Yes/No

(If yes, the details may be attached in the format below)

Address	Contact Person / Designation	Tel. No.		Mobile No.	Fax No.	Godown space (Sq. feet)
		Off.	Res.			

5. Have you undertaken similar works for Public Sector Undertakings/  
 Leading Private Companies during the last 3 years : Yes/No  
 (If Yes, the details may be attached in the given format.

Name & Address of the Customer	Value of Business done during the previous years

(Copies of the Contracts/Work Orders also be attached in the technical bid)

6. Name & Address of your Banker :

7. The credit Limit provided to you by your Bank :  
 (Copy of Certificate from the Bank duly attested  
 to be attached in technical bid).

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#### **SCHEDULE- F**

8. Have you had Litigation/Arbitration in any commercial contract during last three years? : YES / NO  
if YES give details
  
9. Whether your transporter is approved by Bankers Association. : YES/NO  
If yes certificate may be enclosed with validity period
  
10. Whether have you got ISO Certificate - YES/NO  
If so please enclose the copy

Place :

Date :

**NAME AND SIGNATURE OF THE VENDOR**  
(Office Seal)

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## **SCHEDULE – G**

### **QUESTIONNAIRE FOR VENDOR DEVELOPMENT** (TO BE FILLED BY NEW VENDORS)

#### **NAME OF PRODUCT/SERVICE:**

1. Name & Address of the Manufacturer /Service Provider:

(a) Telephone No. :

(b) Fax No. :

(c) E-mail Address :

(d) Name of contact person :

(e) (i) Whether proprietary/partnership/  
Limited company. :

(ii) Furnish Name/s, address,  
phone nos. of Proprietor/  
Managing partner/ M.D / Director's :  
(Attach separate sheet)

(a) Specify whether MSME unit :

(b) If Yes, specify if your unit is owned by :  
SC/ST entrepreneur

2) Details of tax registration :-  
a) GST No. :

3) Name & Address of your Banker(s)  
Account no. :  
Swift Code

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## SCHEDULE – G

4) Annual Turn over :  
5) Have you been assessed previously by HLL Yes/No :  
6) List of customers  
a) Government Dept. / PSU's :  
b) Private Sector :

Place : **NAME AND SIGNATURE OF THE VENDOR**  
Date : (Office Seal)

This is to be filled up by HLL LIFECARE LIMITED, KANAGALA BELGAVI 591 225

Recommendation/Remarks of the committee

Committee Members:

1. Head of User Department
2. Head of Purchase Department

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### **SCHEDULE – I**

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

### **DECLARATION**

We confirm having read and understood all the transportation requirements, Approximate no.of boxes for full truck load & destinations with number of days for delivery (Schedule B), instructions, forms, terms and conditions (schedule C), specific conditions (schedule D) and other requirements of the tender – e-Tender No: **HLL/KFB/TPN/FTL/001/2025-26** Dtd: 03.01.2026 (both expressed and implied) in full and the offer being submitted is as per the requirements given in this Bid and that I/We agree to abide by all without any deviation.

SIGNATURE:

NAME & ADDRESS OF TRANSPORTER

(Seal of the Transporter)

Place:

Date:

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### **BID SECURITY DECLARATION**

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

From,

To,

**The Dy. General Manager (Sales & Stores)**  
**HLL Lifecare Limited**  
**(A Government of India Enterprise),**  
**KANAGALA BELGAVI 591 225,**

Dear Sir,

I / We, hereby declare that if we withdraw or modify the bids during the period of Validity, we agree to be suspended for the time specified in the Tender Documents.

Yours faithfully,

**SIGNATURE OF THE BIDDER WITH SEAL**

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### **REQUISITION FORM FOR E-PAYMENT**

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

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 Tender / order.

A scanned copy of cancelled cheque is also enclosed as per Schedule I of Part-III

Place: -----

Name of Bidder

Date: -----

(Attach Scanned copy of Cancelled cheque of above bank)

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### **MAKE IN INDIA DECLARATION**

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

I / We, hereby declare that the material/service ..... offered  
contain ..... % more than local content.

### **SEAL OF THE APPLICANT**

**SIGNATURE**

**NAME AND ADDRESS OF APPLICANT**

एवएलएल लाइफकेयर लिमिटेड **HLL LIFECARE LIMITED**  
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