

HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

TENDER FOR CLEARING OF
MISCELLANEOUS SCRAP
MATERIALS

AT
HLL LIFECARE
LIMITED,
KAKKANAD,
COCHIN

**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

Sealed, super-scribed and competitive tenders are invited under limited tender single bid system (price bid) in the prescribed format for the Contract for the clearance of different types of scrap materials (ZERO VALUE)generated during the production at HLL, Kakkanad for the period of 2 Years start from 1st April 2024 to 31st March 2026 indicated below on pay and carry basis:

Service charge for materials which needs to be taken as Scrap

Disposal Expenses as is where is condition (Including loading charges) needs to be quoted as service charge per KG of scrap materials . The bidder shall arrange vehicle & manpower to take scrap materials from HLL Scrap yard site

SL No	Item	List of scrap items
1	Miscellaneous Scrap	1. Cut & pieces of hooping strap. 2. Foil waste from the packing machines of Female Condom & Male Condom . 3. Pieces of paper ,cartons, used gloves, caps and masks etc 4. Used & tornd polythene bags 5. Other Factory cleaning waste

The tender documents can be downloaded from our Website: www.lifecarehll.com.

The bidders downloading the tender documents from our website are required to enclose Demand Draft for Rs.560/- (Including GST) drawn in favor of HLL Life Care Ltd., payable at Kochi towards the cost of tender documents, along with the Bid.

**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

SN	Particulars	Details
1	Name of Item/Work	TENDER FOR CLEARING OF MISCELLANEOUSSCRAP (ZERO VALUE) MATERIALS
2	EMD	Rs. 18,000/-
3	Bid submission fee/Tender fee	Rs.560/- including GST
4	Period of contract	01.04.2024 TO 31.03.2026
5	Last date and time for submission of bids	14.03.2024 : 2 PM
6	Date and time of opening of tender	14.03.2024 : 3 PM
7	HLL A/c Details for payment of Tender Fees and EMD (Payment mode: NEFT/RTGS)	Bank: State Bank of IndiaA/c no. 10295187178 IFSC Code. SBIN0009485 Branch: CEPZ Kakkanad

SSI/MSE units interested in availing exemption from payment of tender fee & EMD should submit a valid copy of their Udyog Aadhar registration certificate. The Tenders not accompanied by the DD for Rs.560/- or copy of Udyog Aadhar will be summarily rejected. The terms and conditions, format for quoting rates etc., are given in the tender document

SENIOR MANAGER (PURCHASE)

**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

CONTENT OF THE BIDDING DOCUMENTS

I TECHNICAL BID FORMS

SL NO	Schedules	Description	Page Nos
1	SCHEDULE – A	SPECIFICATION	5
2	SCHEDULE – B	MINIMUM ELIGIBILITY CRITERIA	6
3	SCHEDULE - C	TERMS AND CONDITIONS	7 - 10
4	SCHEDULE – E	QUESTIONNAIRE FOR MINIMUM ELIGIBILITY CRITERIA	11
5	SCHEDULE – F	QUESTIONNAIRE GENERAL INFORMATION OF VENDOR	12 - 13
6	SCHEDULE – H	DECLARATION ACCEPTING TERMS AND CONDITIONS	14 - 15
7	SCHEDULE – I	BID SECURITY DECLARATION	16
8		PRICE BID FORM	17

**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

SCHEDULE – A

SPECIFICATION

SL No	Item	List of scrap items
1	Miscellaneous Scrap	1. Cut & pieces of hooping strap. 2. Foil waste from the packing machines of Female Condom & Male Condom . 3. Pieces of paper ,cartons, used gloves, caps and masks etc 4. Used & torned polythene bags 5. Other Factory cleaning waste

The materials will be packed in used polythene / used cartons for easy material movements.

**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

SCHEDULE – B

MINIMUM ELIGIBILITY CRITERIA

1. The party should have valid PAN, GST registrations, Import-Export Code & Bank Account in any Nationalized (or) scheduled bank.
2. The Bidder should have Valid Pollution Control Certificate to take the items, mainly for Rubber & Plastic items (KSPCB approved party)
3. The agency should have minimum of 3 years of experience in Solid waste management activities.
4. The bidder should have considerable experience of having successfully executed similar works for State / Central Govt. / Autonomous Bodies / Reputed Corporate Organizations etc. for which documentary evidence are to be submitted(for three years)
5. Annual turnover for the bidder is Rs 5.0 Lakhs . The Self-attested copy of Annual turnover Details & income tax for the previous 3 financial years. (31.03.2023) to be submitted.
6. The bidder should be a legal and duly registered /incorporated business entity which includes Individuals/sole proprietorship firm / registered partnership firm/ a company registered.
7. The bidder should not be blacklisted. Bidder shall submit a declaration stating that they were/are not blacklisted by any Ministry or Department of Government of India/State Government, State / Central PSUs/Central Autonomous bodies. In addition, there should not be any pending litigation against the bidder.



HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

SCHEDULE – C

TERMS AND CONDITIONS

1. This Bid is intended to finalize the contract for Clearing of Miscellaneous scrap materials, our facility in Kakkanad (KFC) as given in Schedule B.
2. This is a SINGLE BID system comprising of
 - (a) Price Bid
3. The Bidder is expected to examine all instructions, forms, terms and conditions given in the Bidding documents Failure to furnish all information required in the Bidding documents or submission of a Bid not substantially responsive to the bidding documents in every respect will be at the bidders risk and may result in rejection of the bid.
4. The validity Price bid shall be valid for **two year (initially for one year and will be extendable to second year based on requirement)** . However, HLL reserves the right to limit/extend the validity period without assigning any reason
5. The tenders should be complete in all respects. Incomplete tenders are liable to be rejected.
6. All documents attached along with the bid are to be signed and sealed.
7. 25% of annual procurement value will be sourced from Micro and Small Enterprises.
8. (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 requirements/conditions regarding price the same will be sourced from other MSE enterprises.

**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

9. No loading/unloading retention charges etc. is payable by HLL.
10. If any information provided in the 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 Security Deposit and payment of compensation towards loss or damage caused to the Company on account of making false claims.
- 11. The awarded Bidder should provide declaration about the proper disposal of the scrap items in the company letter head .**
12. The duties related with SEZ are required to pay at Cochin Special Economic Zone by the awarded party, the details to be submitted to HLL. Regarding the details about SEZ related duties the interested bidders may visit www.csez.com. **HLL KFC being a CSEZ Unit GST is Zero rated.**
13. The scraps are offered in 'As is where condition'. HLL will not entertain any complaints on the quality, quantity, etc. after the materials were taken by the buyer. Disposal of the above items would be the sole responsibility of the awarded party only, HLL shall not be liable after the clearance from our premises.
14. Intimation will be done when some reasonable (Approx. 1000 KG) quantity is accumulated. Party shall arrange the full load as per the supervision of HLL representative. The Contractor should arrange for the removal of the available scraps **within 3 (THREE) days of the phone/email intimation**. The contractor shall take out the scraps preferably on office hours.
15. Tender received without EMD & Tender Fee shall be rejected. (Those bidders exempted from EMD shall submit copy of Udyog Aadhar/MSME Certificate)
16. The successful bidder shall deposit 5 % of the order value **of one year** towards Security Deposit. The EMD of the successful bidder will be adjusted against Security Deposit and the bidders are required to remit the balance amount. The successful bidder's are required to furnish the Security Deposit within 15 days of award of work and execute an agreement with HLL on stamp paper of Rs.200/- (to be produced by the contractor) based on which only payment will be released.



HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

17. Forfeiture of Security Deposit: The security deposit shall be forfeited, in the event of failure on the part of contractor to place vehicle regularly as per requirement / make available the required number of vehicle or failure to execute the work during the contract period. Further such contractor/s may also be blacklisted / barred from participating in HLL's future tenders for a period of two years.
18. If the awarded party is not taking out the scrap materials within the allotted time frame other than any unavoidable circumstances like vehicle strike, natural calamity etc., the contract will be cancelled and the EMD/ Security deposit amount shall not be returned to the party. Then HLL may consider the next lowest party to award the contract at the risk and cost of the original vendor.
19. The completed Sealed Tenders duly super scribed shall be addressed to **Sr. Manager (Purchase), HLL Lifecare Ltd., Plot No-16/A-1, Cochin Special Economic Zone, Kakkanad, Cochin - 682037** along with required EMD/ Tender fee. It must reach the addressee on or before **14.03.2024 (before 2:00 PM)**. The tenders to be super-scribed as '**TENDER FOR THE CLEARANCE OF MISCELLANEOUS SCRAPS**'. The Tenders received before 2 PM will be opened at **3.00 PM on 14.03.2023**. The late and incomplete Tenders & the Tenders without EMD and tender fee will be rejected.
20. The vehicle for loading the scrap materials should report before **9.30 AM** at our security gate during company working days. The contractor at his cost shall arrange the weighing and loading of the scrap materials. The vehicle loaded with scrap materials will be checked out by authorized representative of HLL. The scrap materials once sold/cleared would not be taken back.
21. Any accident or loss of life while loading the materials would be solely the responsibility of the contractor. HLL would be in no way entertaining any claim in this regard.
22. The contractor should ensure that no damage or loss is caused to the company property while clearing the scrap materials and the contractor is liable to make good such damage/loss immediately, if any, as per the decision of HLL.

**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

23. The contractor shall ensure that the persons engaged by them for handling the scrap materials at the factory are not indulging in any malpractice, pilferage, etc.
24. All disputes or differences whatsoever arising between the contractor and HLL shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian council of Arbitration and the awards made in pursuance there of shall be binding on both parties
25. All the safety and health precautions shall be taken care by the contractor during loading of scraps from HLL . He is liable to follow HLL's OHSAS & QMS procedures.
26. The contractor should submit proof of waste disposal records upon request from HLL's official request
27. Scrap materials can be inspected during office hours on any working day after obtaining prior permission from the authorized representative of HLL.

**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

**SCHEDULE – E
QUESTIONNAIRE FOR MINIMUM ELIGIBILITY CRITERIA**

1.	Do you have minimum 3 year Experience in Similar Works?	Yes/No
2	Have you submitted annual turnover for the bidder is Rs 5.0 Lakhs . The Self-attested copy of Annual turnover Details & income tax for the previous 3 financial years. (31.03.2023) to be submitted	Yes/ No
3.	Have you enclosed Valid Pollution Control Certificate to take the items, mainly of Rubber & plastic items (KSPCB approved party)	Yes/No
4.	Have you submitted considerable experience of having successfully executed similar works for State / Central Govt. / Autonomous Bodies / Reputed Corporate Organizations etc. for which documentary evidence are to be submitted (for three years)	Yes/ No
5.	Do you hold PAN CARD & GST and have enclosed copy?	Yes/No
6.	Do you agree to provide Security Deposit as per tender within 15 days of award of contract?	Yes/No.
7	Have you enclosed DD towards EMD along with Technical Bid? If No,Copy of MSME certificate/Udyog Adhar shall be submitted showing that you belong to MSE	Yes/No
8	Have you submitted declaration stating that : the bidder were/are not blacklisted by any Ministry or Department of Government of India/State Government, State / Central PSUs/Central Autonomous bodies. In addition, there should not be any pending litigation against the bidder	Yes/ No
9	Have you attached the Declaration (as in SCHEDULE -H) along with this Bid?	Yes/No

Place

NAME & SIGNATURE OF THE BIDDER

Date

**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

SCHEDULE – F

GENERAL INFORMATION OF THE VENDOR

1. Name and address of the Tenderer :
2. (a) Type of Firm :Partnership/ Proprietary/Pvt.Ltd/Public Ltd.
(b) PAN Card no. of the Tenderer :
(c) GST Number of the Tenderer :
3. Annual Turnover :
4. Have you undertaken similar works for
Public Sector Undertakings/ Leading
Private Companies during the last 3 years : Yes/No
(If Yes, furnish details :-

SN	Name and address of the customer	Value of Business done during the previous years
1		
2		
3		

**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

Copies of the Contracts/Work Orders to be enclosed

5. Name & Address of your Banker,
A/C no.& IFC Code :
6. The credit Limit provided to you by your Bank. (Copy of Certificate from the Bank
duly attested to be enclosed) :
7. Have you had Litigation/Arbitration in any
Commercial contract during last
three years? if YES give details : YES / NO

**Place:
Date:**

**Name and Signature of the Tenderer
(with Office Seal)**



**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

**SCHEDULE – H
DECLARATION ACCEPTING TERMS AND CONDITIONS**

I/We fully understood the Terms and Conditions of the tender, which are being returned herewith duly signed by me /us of having accepted the same to and I/We have made my/our offer keeping in view of those terms and conditions.

SIGNATURE OF THE TENDERER

.....
.....

NAME OF TENDERER

.....
.....

ADDRESS OF TENDERER

.....
.....
.....
.....
.....
.....
.....
.....
.....

PH. NO

.....



HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

.....

GST DETAILS

.....

.....

PAN NO

.....

.....

IE CODE

.....

**BANK ACCOUNT NO.OF TENDERER
(TYPE OF ACCOUNT: CCACCOUNT)**

.....

.....

(Proof to be attached)

NAME & ADDRESS OF THE BANK

.....

.....

.....

.....

Date:

Place:

SIGNATURE OF THE TENDERER



**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

**SCHEDULE – I
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 GM(Operations)i/c& Unit Chief
HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

Dear Sir,

1/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 BIDDERWITH SEAL

**HLL LIFECARE LIMITED
(A GOVT OF INDIA ENTERPRISE)
Plot No:16-A/1,CSEZ
KAKKANAD,COCHIN-682037
KERALA**

PHONE NO:0484 241399, EMAIL:materialskfc@lifecarehll.com

E-Tender No: HLL/KFC/PUR/MISC.SCRAP CLEAR /33C/24-26

Date 01.03.2024

PRICE BID

Service charge for materials which needs to be taken as Scrap

Disposal Expenses as is where is condition (Including loading charges) needs to be quoted as service charge per KG of scrap materials . The bidder shall arrange vehicle & manpower to take scrap materials from HLL Scrap yard site.

SL No	Item	List of scrap items	Service charge per KG (rate in Rs)
1	Miscellaneous Scrap	1. Cut & pieces of hooping strap. 2. Foil waste from the packing machines of Female Condom & Male Condom . 3. Pieces of paper ,cartons, used gloves, caps and masks etc 4. Used & torned polythene bags 5. Other Factory cleaning waste	

HLL KFC being a CSEZ Unit GST is Zero rated.

Rate offered should be the basic rate. The rate quoted should be firm for a period of two year from the date of Work Order. No escalation in rate will be considered during the contract period.

SIGNATURE OF TENDERER WITH SEAL

Place:

Date: