

एचएलएललाइफकेयरलिमिटेड HLL LIFECARE LIMITED
भारतसर्कारकाउद्यम (A GOVT.OF INDIA ENTERPRISE)
पेरूरकडा.पि.ओ. PEROORKADA. P.O.,
तिरुवनंतपुरम-695005 THIRUVANANTHAPURAM-695 005
PHONE NO 0471 – 2437270, 2539329, 2435013
Email materialspft@lifecarehll.com

TENDER NO:HLL/PUR/MINI TRUCKS FOR LOCAL TRANSPORTATION /2025-2028 dated
15.04.2025

TENDER FOR MINI TRUCKS
FOR
LOCAL TRANSPORTATION
OF GOODS FOR UNITS OF
HLL&BALARAMAPURAM
DEPOT

TENDER NO:HLL/PUR/MINI TRUCKS FOR LOCAL TRANSPORTATION/2025-2028

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TENDER FORM

SUB:PROVIDING VEHICLES FOR TRANSPORTATION OF MATERIALS

Sealed Tenders are invited in prescribed format for supply of following vehicles on monthly rental basis for a period of three years starting on June1st 2025 as detailed below for local transportation/Collection of goods&materials from&to HLL facilities at the following locations or within Trivandrum District.

1. Peroorkada Factory(1 Vehicle)
2. Balaramapuram Depot(1 vehicle)
3. Any other locations as specified by HLL.

Vehicle Requirement / Timing					
#	Category of vehicle	No.of Vehicles	GVW	Timing	KM
1	MINI TRUCKS/TATA ACE/ASHOKLEYLAND/MAHINDRA/SIM ILAR TYPE4 WHEELER VEHICLE	2	MINIMUM1 450	9.00AM TO 6.00PM	1800 KM Per MONTH

The tender documents can be collected from the Office of the undersigned between 10.00AM to 5.00PM On all working days upto15/04/2025(2.00PM) on payment of Rs.560.00 Inclusive of GSTtowards cost of Tender Form by DD infavour of HLL Lifecare Limited Payable at Thiruvananthapuram.

Bidders registered under MSE(micro and small)upon submission of copy of their Udyog Adhaar along with tender will get exemption from Tender fees and EMD.The bidders (Non MSE)are required to enclose Demand Draft for Rs.560.00 drawn in favour of HLL Lifecare Ltd,payable at Trivandrum towards the cost of tender documents, along with the bid.The tenders (Non MSE)not accompanied by DD for Rs.560/-will be summarily rejected.

Last Date of Issue of Tender Document : 5th May 2025 @3.00PM
Last Date of Receipt of Tenders Document : 5th May 2025 @ 3.00PM
Date of Opening of Tenders : 5th May 2025 @3.30PM

DGM(Purchase)
Purchase Department
HLL Lifecare Ltd,
Peroorkada Factory,Trivandrum -695005.
Phn : 0471- 2539329, 2435013, 2437270
E-mail : materialspt@lifecarehll.com

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#	PARTICULARS	DESCRIPTION
1	Name of Item	SUPPLY OF MINI TRUCKS/TATA ACE/ASHOK LEYLAND/MAHINDRA/SIMILAR TYPE 4 WHEELER
2	Location of Delivery	1. Peroorkada Factory, Thiruvananthapuram 2. Balaramapuram Depot, Balaramapuram
3	EMD	Rs. 40,000.00
6	Bid Submission Fee/Tender Fee	Rs. 560.00
7	Period of Contract	01.06.2025 to 31.05.2028
8	Eligibility Criteria for Bidders	As per Tender document
9	Last Date & Time for Submission of Bids	05.05.2025 @3.00PM
10	Date & Time of Opening of Tender	05.05.2025 @3.30 PM
11	HLL Account Details for payment of Tender Fees and EMD (Payment Mode: NEFT/RTGS)	Name of Bank: State Bank of India A/c number: 0030307535628 IFSC Code: SBIN0004350 Branch name: Commercial Branch,Thycaud, Trivandrum

DGM [Purchase] / उपमहाप्रबंधक(खरीदना)

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CONTENTS OF BIDDING DOCUMENTS			
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1	SCHEDULE - C	Terms & Conditions	05- 09
2	SCHEDULE - I	Declaration	10
3	SCHEDULE - IA	Bid Security Declaration	11
4	SCHEDULE - L	Declaration For Make In India	12
5	ANNEXURE - 01	Price Bid	13-14

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SCHEDULE - C

TERMS & CONDITIONS

1. The Contractor should be the owner of the vehicle - **MINI TRUCKS FOR LOCAL TRANSPORTATION OF GOODS / TATA ACE / ASHOK LEYLAND / MAHINDRA / SIMILAR TYPE OF 4 WHEELER VEHICLE.** In case of Firm/Company the vehicle can be owned by the Firm/Company. The vehicle should be roadworthy, and in good condition and should have valid registration, road permit, records of having paid road tax and Insurance, to carry out the following operations.
 - a. Transportation of Goods & Materials.
2. The Contractor has the sole responsibility for providing Tarpaulin and ropes of good quality necessary to cover and tie the goods/materials of the company whenever transported in his vehicle safely to the destinations.
3. The vehicle offered should be registered within 8 Years prior to the date of Tender publication.
4. The Calculation of Kilometers will be for running the vehicles to transport the goods/materials to various units of the company in Thiruvananthapuram District. It will be taken as kilometer reading while starting from Peroorkada Factory/Balaramapuram Depot and back. The total kilometer will be arrived at only after verifying the details in trip sheet irrespective of reading shown by the odometer of the vehicle.
5. Contractor should maintain daily Log Book indicating Kilometers run and hours.
6. It is agreed to by the Contractor that the company shall make statutory deductions from the amount payable to him as per provisions of law.
7. The Contractor should ensure that if the vehicle provided is found not operational or with any mechanical trouble or otherwise or lack of driver etc. the Contractor shall provide to the Company any other vehicle of good operational condition and shall make good the loss or damage or difficulty, if any experienced by the company on this account and the quantum of loss or damage shall be fixed at the discretion of the company and the same shall be adjusted in the monthly payment to the Contractor.
8. If for any reason, which is attributable to the contractor, the Company is put to any loss, damage or inconvenience or difficulty, the vehicle Contractor shall indemnify the Company and the company will have the absolute right to decide the quantum of loss or

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damage or to compute the loss/damage in terms of money and company shall have the right to recover the loss,damages etc. as stated above from the EMD/Security Deposit or any other amount payable to the vehicle contractor under this contract or from his assets both movable or immovable.

9. The vehicle contractor shall provide the driver for the vehicle and shall also provide cleaner if required and the driver shall be with valid driving license and badge,good vision and free from any disease and the cleaner as the case may be,shall be an employee of the contractor and there shall be no employee-employer relationship between the driver/cleaner and the company.It is further laid down that the contractor shall be responsible and liable for all dues and benefits including wages,EPF&ESI contribution payable to his employees.
10. The vehicle offered should have valid fitness certificate issued by RTO and the bidder should submit copy of RC Book,Road Tax and Insurance paid Certificate,Valid Fitness Certificate,ValidGoods carriage permit and Pollution Certificate duly attested by a Gazetted officer along with the tender document.The odometer of the vehicle should be in working condition and in case any defect occurs,it shall be rectified within 3 days after making alternate arrangements to perform the work undertaken.
11. The Vehicle should be provided with open body.
12. The Contractor should ensure that the goods and materials transported is protected from dust,rain,pilferage, etc. by proper covering till the materials are unloaded at the locations specified from time to time.In case of any loss or damage to the goods in transit,the cost of the material along with penalty equal to 3 times the cost will be recovered from the contractor,from the amount payable to him/her or from security deposit made by him/her to the company.
13. The Bidder is expected to examine all instructions,forms,terms and conditions given in the Bidding documents.Failure to furnish all information and documents 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.
14. The Contractor should have GST Registration(if applicable) and produce copy of the Registration Certificate to the Company before commencement of the work.
15. The breakup of the rate should be furnished in the price bid.Income Tax as applicable will be deducted.

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16. In the event of vehicle being detained overnight at locations other than PFT/Balaramapuram Depot in loaded condition, halting charge of Rs.100/-per day will be paid.
17. The Contractor shall submit bills for payment on monthly basis and the bills will be paid within 10 days of receipt of the bills.
18. Tender forms duly completed should be submitted along with EMD of Rs.40000.00 by way of DD favouring HLL Lifecare Ltd, Peroorkada, Trivandrum as detailed below:
19. Tender received without EMD is likely to be rejected.
20. The Tenders shall be complete in all respects. Incomplete tenders are likely to be rejected.
21. **Forfeiture of EMD:** The EMD will be forfeited if the Bidder withdraws the bid after opening of the tender or fails to sign the contract/Agreement or fails in providing the vehicle during the currency of the period of the agreement. The rate for the vehicles should be quoted on Monthly basis considering the distance indicated in the tender.
22. In case of additional utilization, (KM'S) run over and above the fixed minimum monthly kilometers, payment for the additional kilometers will be made at the end of each quarter after adjusting shortfall in utilization during the period.
23. In case of failure to place vehicle on any working day, pro-rata rent along with penalty @15% of per day rent will be recovered. Pro-rata rent will be calculated by dividing the agreed monthly rate divided by the number of days of the month.
24. Normally the vehicles are not required on Sundays and Public holidays. If the vehicles are used on Sundays & Public Holidays an additional amount of Rs.500.00 per day over and above the monthly rate will be paid.
25. The Company retains the right to have a panel of transporters and allocate loads to the transporter in the panel as per requirement.
26. Tender forms can be collected from the Purchase Department, HLL Lifecare Limited, Peroorkada, Trivandrum- 695005 between 10.00 am & 3.00 pm from 15th April 2025.
27. The contractor shall deposit Rs.1,00,000.00 as Security Deposit. The EMD of the successful bidder will be adjusted against Security Deposit and the bidders are required

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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.200.00 (to be produced by the contractor) based on which only payment will be released. The draft of the agreement to be signed is available with the HR Department of the Peroorkada Factory and the Contractor can refer and understand it before submitting bid for the tender.

28. Forfeiture of Security Deposit: The Security deposit shall be forfeited, in the event of failure on the part of the contractor to place the vehicles regularly as per requirement/make available the required number of vehicles 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.
29. The rate quoted should be firm for a period of three years from the date of work order and no revision/escalation will be considered except in the case of increase or decline in fuel price by more than Rupee One, in the manner as given below:

Diesel/Petrol Rate Increase/ Decrease Calculation

Rate of the Diesel/Petrol at TVM on the tender opening date will be considered as base rate for rate revision.

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:

$$\begin{aligned}\text{Base Rate of Diesel} &= A \\ \text{Increased/Decreased rate} &= B \\ \text{Difference} &= B - A \\ \text{\% of Increase/Decrease Rate 'X'} &= \left(\frac{B-A}{A} \right) * 100\end{aligned}$$

$$60 \% \text{ of } X = Y$$

$$\text{Increase/Decrease in Rate} = \text{Existing Rate} \times (1 + Y \%)$$

30. Tenders duly completed in all respects should be submitted **DGM(PURCHASE), PURCHASE SECTION, HLL LIFECARE LTD, PEROORKADA FACTORY, TRIVANDRUM**-latest by 3.00pm on **5th May 2025** and the tender will be opened at **3.30pm.** on the same day in the presence of Tenderers.

31. Tenders submitted by fax/e-mail will not be accepted.

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32. 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 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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SCHEDULE I

DECLARATION

We confirm having read and understood all the terms and conditions (schedule C) and other requirements of the above tender (both expressed and implied) in full and that we agree to abide by all without any deviation.

SEAL OF THE BIDDER

**SIGNATURE
NAME AND ADDRESS OF BIDDER**

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SCHEDULE I A

BID SECURITY DECLARATION

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

From

To
DGM(Purchase)
HLL Lifecare Limited
(A Government of India Enterprise)
Peroorkada Factory
Thiruvananthapuram – 695 005

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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SCHEDULE L

DECLARATION FOR MAKE IN INDIA

Dear Sir/ Madam,

With reference to the above tender for the supply of, we confirm the product offered is with a percentage of local content more than 20% / 50%.

NAME & SIGNATURE OF TENDERER

DGM(PURCHASE)

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ANNEXURE-1

PRICE BID

**SUPPLY OF VEHICLES FOR TRANSPORTATION OF GOODS AND MATERIALS FROM
HLL PFT AND BALARAMAPURAM DEPOT**

TENDER NO:HLL/PUR/MINI TRUCKS FOR LOCAL TRANSPORTATION /2025-2028

1. Name &Address of the Tenderer :

Email :
Phone No :
Pan No :
Service Tax Registration No :

2. Details of EMD Paid :

3. Details of vehicle owned by the Tenderer

#	Type of vehicle	Name of owner	Capacity in MT	Reg.No.	Year of Regn	Insurance valid upto	Fitness certificate valid upto

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PRICE BID

RATE SCHEDULE 1 : SUPPLY OF MINI TRUCKS/TATA ACE/ASHOK LEYLAND/
MAHINDRA/SIMILAR TYPE 4 WHEELER

TENDER NO:HLL/PUR/MINI TRUCKS FOR LOCAL TRANSPORTATION /2025-2028

1. MINI TRUCKS FOR LOCAL TRANSPORTATION /TATA ACE/ASHOK
LEYLAND/MAHINDRA/SIMILARTYPE 4 WHEELER-ON monthly rate basis for
local transportation/collection of goods&material within Trivandrum
District(from 9.00am to 6.00.pm)

Distance to be covered	:	1800 km
No. of MINI TRUCKS/TATA ACE/ASHOK LEYLAND/MAHINDRA/SIMILAR TYPE 4 WHEELER-:	:	2 No's

#	DESCRIPTION	MONTHLY RATE(RS)
1	Monthly rental charge for 1800Km/ Month	
2	GST(Extra if Applicable)	
3	Total monthly rental charge	
4	Rate per km for extra distance(km)covered in excess of 1800 Km	

The rate quoted should be firm for a period of three years from the date of work order.

No escalation in rate will be considered during the contract period except incase of increase
or decrease in fuel price.Rate revision on account of change in fuel price will be allowed
based on theCalculation in tender.

Signature of Tenderer :
Date :