

***Expression of Interest for
CONTRACT MANUFACTURING & SUPPLY OF
UTERINE TONIC (Ayurvedic Preparation)
Under Rate Contract for 24 Months***

EOI No: HLL/MKTG/SD/2015-16/06 DT. 25-11-2015

**HLL Lifecare Limited
(A Govt. of India Enterprise)
HLL Bhavan, Poojappura,
Thiruvananthapuram -695012
Kerala, India
Tel: +0471 2355426, 2354949
Website – www.lifecarehll.com**

Notice Inviting Expression of Interest for
CONTRACT MANUFACTURE & SUPPLY OF UTERINE TONIC (Ayurvedic Preparation)

1. COMPANY BACKGROUND

HLL LIFECARE LIMITED (HLL) is a Mini Ratna (Category-1 PSE) company under the Ministry of Health and Family Welfare. Our Corporate head office is at Thiruvananthapuram, Kerala. We have two production facilities in Thiruvananthapuram and one at Belgaum, Karnataka, Procurement & consultancy office at Noida, manufacturing facility at CSEZ, Manesar, Irapuram, Indore and marketing offices across the country. HLL has developed an impressive production infrastructure for a range of Contraceptives and Health Care Products. We are also planning to venture into new and challenging frontiers in the area of Health Care such as Vaccines, R&D, Hospitals and Pharmaceuticals. The total employees' strength of HLL is around 2000.

2. OBJECTIVE

HLL Lifecare Limited's R & D division has developed a new formulation of herbal based uterine tonic for the treatment of uterine disorders. HLL invites expression of Interest from reputed manufacturers of Ayurvedic products for contract manufacture and supply of the said formulation in HLL's brand name under rate contract for 24 months

Anticipated annual requirement – 60000 pet bottles of 200ml. (However the actual quantity required may vary as per time to time requirement of HLL during the rate contract period).

3. SCOPE OF WORK

General scope of work is as follows.

- A. Procure raw materials, manufacture and supply the product in HLL's Brand Name under Contract/Loan License Manufacturing agreement, as per the technology and procedure developed by HLL. This is a polyherbal formulation containing extract derived from five plants mixture and formulated into liquid form using pharmaceutically accepted excipients.
- B. Supply the product to various HLL Depot/ Carrying & Forwarding Agents across India
- C. Ensure strict compliance to all statutory regulations with furnishing of a "Certificate of Analysis" confirming to standards for each batch of all products purchased from the party.
- D. Required product details, manufacturing procedure and the artwork for packing materials shall be provided by HLL.

4. TERMS AND CONDITIONS

- a) The manufacturer should have manufacturing license and valid (Good Manufacturing Practice) certificate as per Schedule T of Drugs & Cosmetic Act.
- b) Manufacturer should prepare drugs as per the (Standard Operating Procedure provided by the HLL. No part of manufacturing process should be outsourced.
- c) It should have in-house capability to produce different types of plant extracts as required for the manufacturing of Proprietary drugs developed by HLL or should be able to procure them from reputed companies having capacity to produce export quality plant extracts along with SOPs of manufacture and Certificate Of Analysis as specified by the HLL.
- d) Manufacturer should have an in-house Quality Control Section and R&D facility with requisite expertise.

- e) The Manufacturer must sign a Non-Disclosure Agreement to maintain the confidentiality of drugs developed by HLL through its R&D and shall not claim any Intellectual Property Rights at any stage. All rights including the Intellectual Property Rights subsisting in any material including any tools, utilities or methodologies belonging to HLL shall remain vested upon HLL and any additional or new inventions made in the course of performance of services shall belong to HLL.
- f) The manufacturer should comply with quality standards of raw materials, intermediate and finished products (viz. Pharmacognostic, Physico-chemical and Safety parameters) If any parameters of Q.C. & standardization is outsourced, the same should be from NABL accredited/Govt. laboratory.
- g) Manufacturer should also comply with the requirement of packing and labeling specifications provided by HLL.
- h) Manufacturer should be able to supply the drugs in a time bound manner within a maximum period as specified in the supply order.
- i) Manufacturer should be able to supply the drugs directly to specified destinations through reliable means of transportation.
- j) The manufacturer must facilitate the inspection / audit of its production facility by HLL quality team as part of the screening process.
- k) The manufacturer should allow HLL team to oversee the manufacturing procedure as and when required.
- l) The manufacturer has to provide samples of each raw drug and the finished product of required quantity as and when required by HLL.

Documents to be submitted along with EOI

1. Copy of valid product manufacturing license for Ayurvedic drugs/ Syrups from the licensing authority.
2. Copy of Schedule-T GMP certificate of the manufacturing facility.
3. Manufacturing capacity certificate duly certified by Drug department / certification from a qualified chartered accountant.
4. Site master file of factory and onsite quality assurance and lab facilities details with list of equipments available.
5. Certificate of registration with details of constitution.
6. Last two years P & L account and balance sheet duly certified by a Chartered Accountant.
7. Last two years production details of similar products manufactured, duly certified by a chartered accountant.
8. Copies of purchase orders received from various agencies for the supply of similar drugs during last two years.
9. Sales Tax Clearance certificate.
10. Power of attorney for signatory of bid in Rs 200/- stamp paper duly notarized.
11. DD of Rs.3000 against EOI document cost, if not purchased from our office.

5. SELECTION PROCESS

HLL will screen the expressions of interest received and short list the manufacturers based on the terms and conditions, documents as mentioned above and evaluation of the manufacturer's facility as mentioned in Clause No. 4. Subsequently HLL will issue Request for Proposal with details to the short listed manufacturer for final empanelment.

6. MODE OF SUBMISSION OF EXPRESSION OF INTEREST

Documents in electronic form will not be accepted. The documents to prove the eligibility criteria should be submitted in a separate sealed envelope marked 'EOI FOR CONTRACT MANUFACTURING of UTERINE TONIC and should be delivered at the following address before the stipulated closing time.

ASSOCIATE VICE PRESIDENT (CTD&SD)
HLL Lifecare Limited,
HLL Bhavan, Poojappura,
Thiruvananthapuram - 695012, Kerala, India
Tel: +91 471 2355426, 2354949

7. CLOSING TIME FOR RECEIPT OF EOI

Last date for Receipt of EOI	16.12.2015 (14: 30 Hrs.)
Opening of EOI	16.12.2015 (15:00 Hrs.)

8. RIGHTS OF HLL

HLL reserves the right to accept / reject the offers received without assigning any reasons whatsoever, or may call for any additional information / clarification if required. HLL reserves the right to limit or delete any or part of the scope of work and extend the last date for submission of the EOI.

9. COURT JURISDICTION

The Courts at Thiruvananthapuram alone shall have jurisdiction in respect of settlement of any matter/dispute arising out or in connection with this.

10. COST of EOI

The EOI document can be purchased from our office on any working day between 10:00 AM to 3:30 PM by paying Rs. 3000/- by Cash / DD (inclusive of ST) drawn in favor of HLL Lifecare LTD, payable at Thiruvananthapuram - 695012. Further, EOI document can also be downloaded from our website www.lifecarehll.com. However payment of the cost of Tender documents i.e. Rs.3000/- by D.D. shall be made with the submission of Expression of Interest. Central Public Sector Enterprises/SSI Units registered with NSIC (certified copy required) shall be exempted from payment of Tender document cost, Earnest Money Deposit & security Deposits as per rules (upto their monetary limit).

11. AMENDMENTS

Any amendment to this Expression of Interest shall be notified in the website www.lifecarehll.com only. Parties are requested to visit the website frequently.

In case you need any further information, please feel free to contact the undersigned on E-mail: vgpillai@lifecarehll.com / hllsd@lifecarehll.com . Tel: +0471 2354949, 2355426.

Associate Vice President (CTD&SD)