

**TENDER FOR SUPPLY OF FILMS, CONTRAST AND DICOM PRINTING
ON PAPER FOR HLL DIAGNOSTIC IMAGING CENTRES ACROSS
INDIA**

Tender No. HLL/SD/CHO/2017-18/Tender/003 dated 1st June 2017



**SOURCING DIVISION
HLL LIFECARE Ltd
CORPORATE AND REGD. OFFICE
HLL BHAVAN, POOJAPPURA
THIRUVANANTHAPURAM
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NOTICE INVITING TENDER

Sub: Tender for supply of Films, Contrast and DICOM printing on paper for HLL diagnostic imaging centres

Tender No. - HLL/SD/CHO/2017-18/003 dated 1st June 2017

I. Background

HLL Lifecare Limited (HLL) is a Government of India Enterprise under the Ministry of Health and Family Welfare. HLL, a world leader in contraceptives, has grown into a comprehensive healthcare company. A parallel world of services exists under HLL Lifecare apart from its products. Healthcare Services Division offers outsourcing partnerships to partnering institutions in the areas of diagnostic services, imaging services, laboratory services and specialist services. HLL retail Outlets offers medicine, surgicals, consumables, implants, lenses, frames, etc. in an affordable rate to the patients.

II. Objective

HLL Lifecare Ltd, a Government of India Undertaking, invites sealed and super scribed quotation from Manufactures/Distributors/Suppliers for supply of Films, Contrast and DICOM printing on paper for HLL diagnostic imaging centres across India. Eligible bidders are requested to submit their best offer along with complete technical details, Commercial terms & conditions as per this tender document.

Publishing date of bid: 1st June 2017.

Date of pre bid meeting: (at Corporate and Regd. Office, HLL Bhavan, Poojappura, Thiruvananthapuram): 7th June 2017, 10:00 Hours.

Last date of submission (at the office of the Senior Manager (SD), Corporate and Regd. Office, HLL Bhavan, Poojappura, Thiruvananthapuram): 22nd June 2017, 15:00 Hours.

Opening of Technical bid: 22nd June 2017, 15:30 Hours at HLL Lifecare Ltd, Poojappura Thiruvananthapuram)

Interested applicants can participate in the bid.

HLL reserves the right to accept or reject any application without assigning any reason or incurring any liability whatsoever. Prospective bidders are advised to regularly scan through HLL web site as corrigendum/amendments etc., if any, will be notified on the HLL web site and separate advertisement will not be made for this regard

For HLL Lifecare Ltd.

Senior Manager (SD)

TERMS AND CONDITIONS**1. Pre – Qualification Criteria:**

- a) Only manufacturer(s) or authorized distributor is eligible to bid. Authorization letter from Manufacturer in favour of authorized Agent to bid / negotiate / conclude the order against this tender must be enclosed with technical bid.
- b) The tenderer should have a minimum 02 (two) years of experience for supply of items of similar specifications. At least 01 (one) latest satisfactory supply reports must be enclosed with the technical bid.
- c) The tenderer should not have been debarred or blacklisted by any Central / State Government Departments of India.
- d) Signed & stamped compliance sheet of the technical specification of the goods with technical printed literature mentioning all the terms & conditions clearly, must be enclosed with the technical bid.
- e) The tenderer shall submit the copy of the tender document and addenda thereto, if any, with each page should be signed and stamped to confirm the acceptance of the entire term & conditions of the tender.

The bid will be summarily rejected in case any or all of the following;

1. The bid with conditional and ambiguous clauses
2. The bid without EMD

The tender of any tenderer, who has not complied with one or more of the conditions of pre-qualification criteria and / or fail to submit the required documents in prescribed format as mentioned / or required / or conditional tender are liable to be summarily rejected.

2. Product Specification:

Brand name, Manufacturer Name and type of Product being offered by the Firm must be clearly mentioned in the offer. Tenderer should confirm that the product offered conform strictly to relevant specifications. Deviations, if any, are to be clearly mentioned. Complete product specifications, technical details, illustrations, literature, printed pamphlets/leaflets etc, must accompany the quotation. Leaflets, pamphlets, etc. shall be taken for information purpose only and shall not form the part of the contract. The item list with specification and indicative quantity required per annum is given in **Annexure-1**.

3. Earnest Money Deposit (EMD)

- a) The Bid shall be accompanied with an Earnest Money Deposit (EMD) of **INR 5000.00 (Rupees Five Thousand Only)** in the form of a Demand Draft drawn in favour of **“HLL LIFECARE LIMITED, THIRUVANANTHAPURAM”** of any Nationalized /Scheduled bank payable at Thiruvananthapuram. Payment in any other form will not be accepted. Bid submitted without EMD shall be summarily rejected. No interest shall be paid on any of these deposits.
- b) The EMD of the successful Bidder/bidders will be treated as Security Deposit and it will be returned after the completion of the contract period.
- c) The EMD of unsuccessful bidders will be returned as promptly as possible.
- d) The EMD will be forfeited if;
 - i. The Bidder withdraws the bid during the period of bid validity.
 - or**
 - ii. The Bidder fails to accept the Purchaser’s corrections of arithmetic errors in the Bidder’s bid (if any),
 - or**
 - (iii). The Successful Bidder fails to accomplish the task.

4. Rate: Rates should be quoted in (Annexure 8) Indian Rupees (INR) on DOOR Delivery Basis at our Centre, Inclusive of all the Charges, with break-ups as:

- Basic Cost.
- Excise duty.
- Taxes as applicable.
- Total Cost (F.O.R at Centre)
- Rates can be quoted for the entire items or items for which party is a manufacturer or authorized distributor.
- Parties have to quote the rate considering the existing and upcoming centers across India.

5. Validity: The quoted rates must be valid for a period for 3 Years from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

6. Submission of documents

Tender should be submitted in two parts, Part – I (Technical Bid) & Part – II (Financial Bid).

Envelop of Part – I (Technical Bid)

should be super scribed as **“Tender For Supply Of Films, Contrast And DICOM Printing On Paper For HLL Diagnostic Imaging Centres Across India Part – I Technical Bid”**

The following documents shall be submitted as part of **Technical Bid** (Part 1).

1. All the documents as per Annexure 1 to 9 of this tender document Except Annexure 8
2. Earnest Money Deposit (EMD) in the form of bank Guarantee or DD.
3. Latest two supply orders received from various Govt. department/agencies/PSUs/reputed organizations for the supply of the item mentioned in the bid.
4. Sales Tax Registration Certificate/TIN No/GST number
5. Income Tax PAN number
6. Signed copy of tender document.
7. Check list of Items quoted by the bidder Annexure- 7

The tenderer shall submit the copy of the tender document and addenda thereto, if any, with each page signed and stamped to confirm the acceptance of the entire terms & conditions of the tender.

Envelop of Part – II Financial Bid (Separate envelopes)

Parties are requested to submit 3 separate price bids for the following categories:

1. Film
Should be super scribed as
“Tender For Supply Of Films For HLL Diagnostic Imaging Centres Across India ,Part – II Financial Bid”
2. DICOM printing on paper
Should be super scribed as
“Tender For Supply Of DICOM printing on paper For HLL Diagnostic Imaging Centres Across India ,Part – II Financial Bid”

3. Contrast Media

Should be super scribed as

“Tender for Supply of Contrast Media on paper For HLL Diagnostic Imaging Centres Across India, Part – II Financial Bid”

Part – I (Technical Bid) & Part – II (Financial Bids- Separate covers for each category) should put in a single cover super scribed as **“Tender For Supply Of Films, Contrast And DICOM Printing On Paper For HLL Diagnostic Imaging Centres Across India”** have to be submitted/couriered to the below mentioned address

**Senior Manager
Sourcing Division
HLL Lifecare Ltd.
HLL Bhavan, Poojappura,
Thiruvananthapuram.**

7.Delivery - All the goods ordered should be delivered within 10 Days from the date of the receipt of purchase order (PO). Proper storage conditions must be maintained while delivering the products and cold chain is to be maintained for products which require cold storage.

The materials should be delivered directly at our respective centres as mentioning in the purchase order.

8.Shelf Life- The supplied products should have minimum 2/3rd of the shelf life or minimum 1 year shelf life before expiry date, whichever is more wherever applicable.

9. Payment Terms- Payment will be released within 45 days from the date of supply of material at our respective centres.

Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other tax as applicable will be made from the bills payable to the Supplier at rates as notified from time to time.

Prices quoted should be **‘Firm & final’** for free delivery at the sites mentioned in this tender document, mentioning the quantity, unit price, total amount and Applicable taxes etc clearly as per the price schedule enclosed (**Annexure-8**)

10. TRANSIT INSURANCE:

Rates quoted being door delivery basis, the Supplier shall be fully responsible till full material is received in good condition at consignee's site. As such the Supplier shall despatch the material duly insured.

11. Bids shall be submitted latest by **15:00 Hrs on 22nd June 2017** and the same **will be opened at 15:30 Hrs on the same day** at the above mentioned address in the presence of the representative of the bidder who choose to attend. Financial bid of the technically qualified bidders shall be opened on a later date after technical evaluation. Date and time of opening of financial bid shall be informed by email to all technically qualified bidders.

- If the bid opening day is declared as holiday for HLL, the bid will be opened at the next working day of HLL.
- Any bid received after the deadline will be rejected.
- HLL reserves the right to accept or reject any or all of the bids without assigning any reason whatsoever.
- Any dispute arising out of the tender/bid document/ evaluation of bids/issue of purchase order shall be subject to the jurisdiction of the competent court at Thiruvananthapuram only.
- The envelopes containing the bid shall be bearing the words "DO NOT OPEN BEFORE " (Here insert the time and date of bid opening).
- No email or fax bids will be accepted.
- HLL Lifecare Ltd reserves the right to accept in part or in full or reject any or more quotation(s) without assigning any reasons or cancel the tendering process and reject all quotations at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).

12. Quantity: The quantity of item given in the tender Annexure – 1 is tentative, which may be increased or decreased as per the requirement.

13. Evaluation process:

Evaluation of the proposals shall be done in two stages as:

(a) Stage – I (Technical Evaluation): Technical evaluation of the proposals shall be done in two stages as:

Sub-Stage I (A) (Essential pre-qualification criteria):

HLL will examine all the bid(s) to determine whether they qualify the essential pre-qualification criteria, whether tenderer has submitted the EMD with technical bid, whether all the documents as mentioned / or required in the tender (annexure 2) to be submitted with technical bid, has submitted, whether all the documents are in prescribed format and has been properly signed & stamped and whether the bid are completed and generally in order.

Tender(s) who will not qualify Sub-Stage–A or conditional tender are to be treated as unresponsive and it may be rejected.

Sub-Stage – I (B) (Technical Specification):

HLL will examine the detailed technical specification of the items quoted for, whether these are complying with the specification as mentioned in tender document.

The tender which are not compliance with the tender specifications will be summarily rejected.

After the evaluation of technical bid(s), a list of the tenderer(s) who qualify the technical evaluation (Sub – Stage – IA & IB) shall be made. Shortlisted tenderer(s) shall be informed for the date, time and place of opening of the financial bid(s) and they may depute their representative/s to attend the opening of the financial bid(s). The financial bid(s) of the only technically qualified tenderer(s) will be opened.

Note: For MRI contrast medicine, CT contrast medicine as mentioned in Annexure 1 Sl.no:1,2 and 3 the bidder shall submit 2 sample volumes of samples along with the technical documents. The product shall be tested and approved by HLL technical experts. Products qualifying the tests only will be technically qualified.

(b) Stage – II (Financial Evaluation): Financial bid(s) of the only technically qualified tenderer(s) will be opened for financial evaluation.

14 Award of Contract:

After due evaluation of the financial bid(s), HLL will award the contract to the lowest evaluated responsive tenderer (hereinafter referred to as the “Supplier”). HLL reserves the right to choose the best medium for DICOM printing.

At the same time as HLL notifies the successful Bidder that its bid has been accepted, HLL will send the Bidder the Contract Form provided in the Bidding Documents, incorporating all agreements between the parties.

Not more than ten (10) days following receipt of the Contract Form, the successful Bidder shall prepare the contract agreement on a Non Judicial stamp paper of Rs 200/-, sign, date and return it to HLL.

Thanking you

Yours faithfully

Senior Manager (SD)

Annexure 1.**1.A Specification for Films, Contrast, existing Hindlabs imaging centre.**

SL NO	Items	Specification	Whether the product meets the technical spec (Yes/No)
1	MRI Contrast Medicine	<p>Gadolinium based MRI contrast. Supplier shall mention the chemical name and concentration of the product in the technical bid. Price for 10 ml and 20 ml volume of contrast medium shall be quoted separately.</p> <p>The bidder shall submit 2 sample volumes of samples along with the technical documents. The product shall be tested and approved by HLL technical experts. Products qualifying the sample evaluation only will be technically qualified.</p>	
2	CT IV Contrast Medicine	<p>Non Ionic Contrast Media. Supplier shall mention the chemical name and concentration of the product in the technical bid. Price for 50 ml and 100 ml volume of contrast medium shall be quoted separately.</p> <p>HLL will categorize the product the following two concentrations ranges:</p> <ol style="list-style-type: none"> 1. 300 mg/ml +- 30 2. 350 mg/ml +- 10 <p>The bidder shall submit 2 sample volumes of samples along with the technical documents. The product shall be tested and approved by HLL technical experts. Products qualifying the sample evaluation only will be technically qualified.</p>	
3	CT Oral Contrast Medicine	<p>Supplier shall mention the chemical name and concentration of the product in the technical bid. Price for 10 ml and 100 ml volume of contrast medium shall be quoted separately.</p>	

		The bidder shall submit 2 sample volumes of samples along with the technical documents. The product shall be tested and approved by HLL technical experts. Products qualifying the sample evaluation only will be technically qualified.	
4	Laser Film	Supplier shall quote price for the following size separately 10 x 8 12 x 10 14 x 17 Suitable Dry Chemsitry film printer with following specification shall be provided free of cost: 1.Resolution: 16 bits/ 600 dpi or more 2. With minimum three ports. 3.Support Multiple Film Sizes: one of which must be 17"x14" 4. DICOM Compatible (Attach conformance statement).	
5	Dicom printing Paper	200 Micron Paper, non-tearable solution with water resistant. Suitable DICOM printer shall be given as Free Of Cost.	

1.B Approximate requirement of films, Contrast and Dicom Paper for Hindlabs imaging centre (Indicative).

SL No	Items	Approximate Quantity required per Annum (Indicative)
1	MRI Contrast Medicine	19900 Vials (10 ml)
2	CT IV Contrast Medicine	35500 Vials (100 ml)
3	CT Oral Contrast Medicine	35000 Vials (20 ml)
4	Laser Film	9,72,500 Numbers
5	DICOM printing Paper	4,50,000 Numbers

Annexure 2**2. BIDDER DETAILS**

Name of Firm/Manufacturer/Authorized Supplier	
Complete Address & Telephone No.	
Name of Proprietor/Partner/Managing Director/ Director.	
Phone & Mobile No.	
Name and address of Head Office	
Whether the firm is a registered firm Yes/No (attached copy of certificate)	
PAN No. (enclose the attested copy of PAN Card)	
Service Tax No. (enclose the attested copy of Service Tax Certificate)/GST Number	
VAT No. (enclose the attested copy of VAT Certificate)	
Whether the firm has enclosed the Bank Draft/Pay Order/Banker's cheque as Earnest Money Deposit.	

Whether the Firm/Agency has signed each and every page of Tender/NIT	
Full list of consumables with all variants & technical specification submitted or not	
Manufacturing license/Import license copy of the firm attached or not	
Authorization letter from the manufacture submitted	
Experience certificate as per tender pre-qualification criteria 1 (b) submitted or not	
Any other information, if necessary	

NB – Kindly provide the copy of all documents for the detailed technical evaluation

Authorized signatory of the bidder with seal

Annexure-03

SELF-DECLARATION

To,

Senior Manager (SD)

HLL Lifecare Ltd.

(A Govt. of India Enterprise)

HLL Bhavan, Poojappura,

Thiruvananthapuram - 695012,

Kerala, India

This is to certify that our company has not been Black Listed either by State Government or Government of India in connection with Manufacture and Supply of any of the Product(s).

We hereby guarantee that the products supplied by our company are not spurious and we Further guarantee not to supply any sub-standard or spurious items. We assure that the products supplied shall be as per the tender specifications and as per the regulation of any such statutory authorities

Date:

Signature:

Place:

Name:

Designation:

Common Seal:

Annexure-04

BID FORM

Ref:

Date:

To,

Senior Manager (SD)
HLL Lifecare Ltd.
(A Govt. of India Enterprise)
HLL Bhavan, Poojappura,
Thiruvananthapuram - 695012,
Kerala, India

Dear Sir,

Sub: Supply of Laboratory Films, Contrast and DICOM printing on Paper.

Having examined the Bidding Documents, including Addenda Nos. [insert numbers], the receipt of which is hereby acknowledged, we, the undersigned, offer our services to **supply the products** under the above-named Tender in full conformity with the Bidding Documents for the total amount against the product as indicated in the price Schedule.

We undertake that in case our bid is accepted, we shall commence work and shall make all reasonable endeavors to achieve contract acceptance.

We agree to abide by this bid, which, in accordance with consists of this letter, the Price Schedule, letter of authorization, documents establishing conformity, and Attachments through to this Bid Form, up to one Year from the date of notice of award and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

We declare that the above quoted price for product is firm and shall not be subject to any variation for the entire period of the assignment.

We further declare that the above quoted prices include all taxes except VAT as on the date of bid submission, duties and levies payable by us under aforesaid assignment.

We declare that price/ rate offered is for Supply of products under outright purchase and all other related activities.

We agree to all terms and conditions of the tender enquiry document.

Until the formal final Contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this [insert: number] day of [insert: month], [insert: year].

Signature.....

Name.....

Designation and Common Seal...

In the capacity of [insert: title or position]

Duly authorized to sign this bid for and on behalf of [insert: name of Bidder]

UNDER TAKING LETTER FOR REPLACEMENT OF COMPLAINT GOODS

To,

Senior Manager (SD)

HLL Lifecare Ltd.

(A Govt. of India Enterprise)

HLL Bhavan, Poojappura,

Thiruvananthapuram - 695012,

Kerala, India

We hereby assure you, that the products supplied by us will meet all the quality standards and even if any complaint arises, we (name-----) take the responsibility to take back the complaint batches and replace and deliver the replaced stocks to the mutually agreed location.

Signature_____

Name_____

Designation and Common Seal

Station_____

Date_____

PRODUCT LIABILITY CLAUSE FOR GOODS SUPPLIED

To,

Senior Manager (SD)
HLL Lifecare Ltd.
(A Govt. of India Enterprise)
HLL Bhavan, Poojappura,
Thiruvananthapuram – 695012
Kerala, India

We hereby guarantee you that the goods supplied by us will be according to tender/purchase order specification and in case of any quality issues of the product supplied; we (name----) take the sole responsibility of all the customer complaints and will be liable for any legal issues arising out of that.

Signature_____

Name_____

Designation and Common Seal

Station_____

Date_____

Annexure - 07**CHECKLIST**

Sl No	PARTICULAR OF DOCUMENT	ATTACHED / NOT ATTACHED	PAGE NO	Remarks
1	Annexure 07			
2	EMD in the form of BG/DD			
3	Tender Document Duly Signed and Stamped on all pages along with Corrigendum (if Any)			
4	Valid product manufacturing license for manufactures			
5	Authorization letter from the manufacture stating the bidder is the authorized distributor/importer for the firm.			
6	Copy of quality certificate applicable for facility/product (Applicable for manufacturer)			
7	Last three years P & L account and balance sheet duly certified by a Chartered Accountant.			
8	Last two years purchase orders received from various agencies for the supply of quoted items.			
9	Certificate of Registration constituting the firm			
10	Copy of the Pan Card			
11	Sales Tax Clearance certificate			
12	Power of attorney for signatory of bid.			
13	Recent Non conviction certificate			
14	Annexure -1: Specification			
15	Annexure -2 : Technical Bid			
16	Annexure -3: Self Declaration			
17	Annexure - 4: Bid Form			
18	Annexure -5: Under taking letter for replacement of market complaint goods			
19	Annexure - 6 Product Liability clause for goods supplied Bidder Details			
20	Equipment Brochure			
21	Other Documents if any			
22	Check list of Products quoted by the bidder Annexure- 10			

Signature and seal of the Bidder with seal _____

ANNEXURE 08

PRICE BID

PRICE QUOTED FOR-

Locations- PAN INDIA

Sl.No.	Item Name	UOM for which rate is quoted	Make / Brand / Specification	Basic Rate per unit of items (Excluding Tax) (In Rs.)	Excise duty	TAX / VAT	Total Rate Including TAX / VAT

- The rates can be quoted for all the items listed in the tender document (annexure1) OR partially for the items mentioned in the list
- Rate quote shall be applicable on PAN INDIA basis.

Place:-

Signature of Bidder:-.....

Date:-

Name:-.....

Seal of the Bidder:-.....

ANNEXURE-09

CHECK LIST OF PRODUCTS QUOTED

SI.No	Equipment	Whether quoted Yes/No
1	MRI Contrast Medicine	
2	CT IV Contrast Medicine	
3	CT Oral Contrast Medicine	
4	Laser Film	
5	DICOM printing Paper	