

**NOTICE INVITING EXPRESSION OF INTEREST (EOI)**

**FOR**

**EMPANELMENT OF LAW FIRMS / ADVOCATES PAN INDIA**

**FOR LEGAL CONSULTANCY AND ATTENDING COURT**

**CASES**

**EOI Ref: HLL/CS/CHO/Legal/EoA/24-25**



**BY**

**HLL Lifecare Limited**  
**(A Government of India Enterprise)**

HLL Bhavan - Corporate Head Office,  
Poojappura - PO | Thiruvananthapuram - 695012,  
Kerala, India

**URL: [www.lifecarehll.com](http://www.lifecarehll.com)**  
**Email: [legal@lifecarehll.com](mailto:legal@lifecarehll.com)**  
**Phone: 0471-2354949**  
**CIN: U25193KL1966GOI002621.**

**NOTICE INVITING e-EXPRESSION OF INTEREST**

**HLL Lifecare Limited  
(A Government of India Enterprise)  
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Poojappura - PO |  
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**EOI No.: HLL/CS/CHO/Legal/EoA/24-25**

**Date: 19-11-2024**

Sub: Empanelment of Advocates/ law firms PAN INDIA for legal consultancy and attending court cases of HLL Lifecare Limited (HLL).

1. HLL Lifecare Limited (HLL) is a Mini Ratna Government of India Enterprise, under the Ministry of Health & Family Welfare, originally established in 1966 to manufacture and supply condoms to Family Planning Program of Government of India. HLL are the major suppliers of condoms and other contraceptive products including IUD's, tubal rings, and Oral contraceptive Pills for the Government of India – National Family Programs. Further, HLL is one of the major players in the commercial market in India, and our flagship brand MOODS Condoms is the second largest in the Indian commercial Market. HLL is also one of the largest producers of Blood collection bags in the country and suppliers to UNFPA and other global procurement agencies.

Over the last 2 decades, HLL has transformed – from a Condom company to a Healthcare delivery company. HLL diversified into other areas in healthcare including hospital products, pharmaceuticals, hospital infrastructure management, procurement consultancy, pharma retailing, vaccines and diagnostic services.

At present HLL has 7 state-of-the art manufacturing facilities spread across India. HLL also has 4 subsidiary / associate organizations, HLL Infratech Services Limited (HITES) for hospital Procurement of Medical

equipments/items and for infrastructure development, Hindustan Latex Family Planning Promotion Trust (HLFPPT), a not-for-profit trust engaged in Social Marketing, Goa Antibiotics and Pharmaceuticals Limited (GAPL) and HLL Management Academy (HMA) .

HLL is also the implementing partner across the country for Health Ministry's flagship program – AMRIT (Affordable Medicines and Reliable Implants for Treatment) through which drugs are made available at highly discounted rates.

2. Accordingly, HLL is in the process of empanelment of Advocates/Law Firms and invites EXPRESSION OF INTEREST (EOI) for Empanelment of Law Firms/Advocates to represent HLL before the District courts / other forums i.e Lower courts, Labour courts, Consumer Dispute Redressal Forums, Commissions, MSEFC, Tribunals other statutory, Quasi Judicial forums etc and for legal advisory work.
3. The empanelment is called for the following category:

Category no.	Service classification
<b>Category-1</b>	District courts / other forums i.e. Lower courts, Labour courts, Consumer Dispute Redressal Forums, Commissions, MSEFC, Tribunals, other statutory, Quasi Judicial forums etc.

4. Applicants may download the EOI document from the websites URL addresses: <http://www.lifecarehll.com/tender>, & <https://etenders.gov.in/eprocure/app> and submit their applications online.
5. Any conditional Applications shall be summarily rejected.
6. It is the responsibility of participants to go through the EOI to ensure furnishing all required documents in addition to above, if any.
7. Submission of Expression of Interest or meeting the eligibility criteria by advocate / Law firm does not entitle them for empanelment on panel of

advocates of HLL and HLL reserves it right to reject any application / EOI received for empanelment of advocates / law firms without assigning any reason. Moreover, HLL have the full right to continue with / appoint any advocate other than the advocates / Legal firms empanelled and are not claimable. The empanelment of any advocates / legal firms does not give any assurance / commitment to engage their service during the empanelled period by HLL.

8. The empanelment shall be valid for 5 years and may further extend upon mutually agreed terms and condition including fee structure.
9. The Applicant **should mention / specify the courts they are willing to get empanelled specifying the District courts / other forums i.e Lower courts, Labour courts, Consumer Dispute Redressal Forums, Commissions, MSEFC, Tribunals, other statutory, Quasi Judicial forums etc.**
11. The Applicant should mention the contact address with pincode, e-mail id and Mobile no. / Landline no.
12. Other details in this tender are indicated below:-

Sl.	Description	Schedule
1	Closing date & time for submission of <b>online Applications</b>	<b>10-12-2024, 15:00hrs IST</b>
2	Time and date of opening of Applications	<b>11-12-2024, 15:00hrs IST</b>

13. **The Applications shall be submitted online only**, as mentioned below:
  - (i) Commercial Application (Consisting of documents fulfilling eligibility criteria & Commercial Conditions). Applicants may name the files indicating the nature of content in pdf format which is required to be attached in e-EOI.

**DO NOT'S**

Applicants are requested **NOT** to submit the hard copy of the EOI documents. In case any document is submitted in physical form (hard copy), the document shall be straightaway rejected.

**Note:**

It is the responsibility of tenderer to go through the EOI Document to ensure furnishing all required documents in addition to above, if any. Any deviation would result in REJECTION of tender and would not be considered at a later stage at any cost by HLL.

14. In case of any queries, all prospective Applicants may send their queries, if any on the email id: [legal@lifecarehll.com](mailto:legal@lifecarehll.com), within 2 weeks from publishing this EOI ( i.e on or before 02-12-2024). Any query received after the scheduled time will not be considered.
15. In the event of any of the above mentioned dates being declared as a holiday in the organisation, the next working day will be considered as per prescribed venue & time.
16. There is NO PROVISION of uploading late tender beyond stipulated date & time in the e-tendering system. HLL reserves the right to accept or reject all/or any of the tenders in full or part without assigning any reason thereof.
17. Amendments, if any, to the tender will be published only in HLL website / portal of [www.lifecarehll.com](http://www.lifecarehll.com), and CPP portal only.
18. **SPECIFIC Instructions for e-Tender Participation:-**
  - i. Applicants should have valid Class 3 Digital Signature Certificate with encryption.
  - ii. Applicants are requested to read the tenderer's help document on e-tender web site link before proceeding for submitting their Application.

- iii. The prospective Applicants have to register with the E-procurement system of HLL at <https://etenders.gov.in/eprocure/app>. On completion of the registration process, the Applicants will be provided user ID and password within 7 working days. In order to submit the Applications electronically, Applicants are required to have a valid Class 3 Digital Signature Certificate (signing and encryption/ decryption certificates).
- iv. Applicants are requested to register for issuance of User ID and Password well in advance in order to avoid last minute rush. The process normally takes 03 days' time.
- v. Post receipt of User ID & Password, Applicants can log on for downloading & uploading tender document.
- vi. Tenderer may download the EOI document from the web site [www.lifecarehll.com](http://www.lifecarehll.com) or [www.etenders.gov.in/eprocure/app](https://etenders.gov.in/eprocure/app).
- vii. The submission of online documents can only be done through <https://etenders.gov.in/eprocure/app>.
- viii. This EOI is an e-Tender and is being published online in Government e-Procurement portal, <https://etenders.gov.in/eprocure/app>.
- ix. Applicants shall ensure that their submissions are complete in all respects and are to be submitted **online through e-procurement portal (as described above). No DEVIATION is acceptable.**
- x. A person signing (manually or digitally) the EOI form or any documents forming part of the contract on behalf of another shall be deemed to warrantee that he has authority to bind such other persons and if, on enquiry, it appears that the persons so signing had no authority to do so, HLL may, without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all cost and damages.

- xi. All the necessary documents as prescribed in the EOI document shall be prepared and scanned in different files (in PDF format as prescribed) and uploaded for on-line submission of tender/Application.
- xii. Documents should be uploaded **online only** in the prescribed format given in the website. No other mode of submission shall be acceptable.
- xiii. The prospective Applicants may **scan the documents in low resolution (75 to 100 DPI)** instead of 200 DPI. The documents may be scanned for further lower resolution (if possible). This would reduce the size of the Cover and would be uploaded faster. The tenderer should however ensure the clarity and legibility of the text.
- xiv. The Individual file size of uploading is restricted to 3 MB. Applicants may upload multiple files (Not exceeding 3 MB individually) & relevant file name indicating the contents.

**Head Legal**

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