

**INVITATION FOR
EXPRESSION OF INTEREST
(EOI)**

**EXPRESSION OF INTEREST FOR COMPACTERS
(FOR STORAGE OF DOCUMENTS)**

HLL/PCD/EOI/02/2013



**HLL LIFECARE LIMITED
Procurement & Consultancy Services
Division
B-14 A, Sector-62, Noida-201 307**

May 2013

Notice Inviting Expression Of Interest(EOI) For Compacters (For storage of documents)

EOI is invited from interested parties for Layout Designing, Supply, Installation, Commissioning, Implementation, Operation, Training and Maintenance with Operational support for five years after two year warranty period on Turn Key basis of associated peripherals and other items which need to implement Compacters.

The applicant agency should have implemented a similar project in any reputed industry under conditions similar to those prevailing in India. EOI details are available on our website www.lifecarehll.com or <http://eprocure.gov.in/cppp>

Description of Job	Implementation of Digitization and Total Document Management System at HLL Lifecare Noida office
EOI Documents can be downloaded from 31/05/2013 to 30/06/2013	Our website http://www.lifecarehll.com or http://eprocure.gov.in/cppp
Last Date of EOI Submission	01/07/2013 till 02:00 pm
Pre Bid Meeting Date, Time and Venue	10/06/2013 at 11.00 am and HLL Lifecare Limited, Procurement & Consultancy Services Division,B-14 A, Sector-62, Noida-201 307
Due Date of Opening, Time and Venue	01/07/2013 till 2.30 pm, HLL Lifecare Limited, Procurement & Consultancy Services Division,B-14 A, Sector-62, Noida-201 307,PHONE: 0120-407150

INTRODUCTION

HLL Lifecare Limited (formerly Hindustan Latex Limited) (HLL) is a Government of India Enterprise under the Ministry of Health & Family Welfare (MoHFW), Government of India. HLL broadened its base and diversified into healthcare products and service sectors including Procurement & Consultancy Services during its phenomenal growth in the last forty years.

The Procurement & Consultancy Services Division of HLL has been set up to provide comprehensive solutions in Procurement requirements of clients especially in Government sector and PSUs. The Division is presently providing services in procurement of medical equipments, vaccines, drugs and scientific research equipment in various Government hospitals and medical colleges. Some of the major projects being executed by HLL are detailed below.

Procurement of Medical Equipments for the following clients :-

- Pradhan Mantri Swasthya Surakha Yojana
- All India Institute of Medical Sciences
- Director of Medical Education & Research, Government of Haryana
- Employees' State Insurance Corporation
- Banaras Hindu University
- Institute for Communicative and Cognitive Neurosciences
- Indian Pharmacopoeia Commission
- National Institute of Biologicals
- Director of Medical Education & Research, Government of Punjab

HLL Lifecare Limited is planning to install Compacters (For storage of documents) with a reputed and experienced entity fulfilling the necessary eligibility criteria. The partner will be selected through the process of short listing through EOI, and further evaluation based on their experience, market standing and technical and financial strength.

OBJECTIVE OF THIS NOTIFICATION

HLL Lifecare Limited is planning to install compacters (For storage of documents) for most of its vital documents generated / received since its inception and will continue to do so on regular basis.

SCOPE OF WORK

HLL Lifecare Limited invites Expression of Interest (EOI) from reputed companies interested in providing Compacters (For storage of documents).

HLL Lifecare Limited is inviting proposal from the interested companies for meeting the estimated requirement of storing, managing and accessing documents (10 million approx. but likely to scale up in future).The users would avail effortless movement of the system, optimizes the available space. The solution must also prefer to integrate with Automation mode.

HLL Lifecare Limited is also looking for the detailed inputs regarding the support infrastructure / broad requirements that have to be met for the installation & commissioning of Compacters facility as a nonstop computing environment without any disruption.

The system may be implemented in a modular basis to provide for further system upgrade in future.

Available space for storage : Approx 120 to 160 cubic meter

The project will include the following broad components :

1. Assessment of available area / volume for storing documents, size estimation of existing documents and how these documents will be stored.Placing the documents in the respective shelves as departmental and project wise, documents should be easily accessible or traceable to users, easy identification of all the documents, coding of documents, safety of documents, confidential provisions.
2. Based on above assessment, suggest efficient Compacters for storage of documents.
3. Designing layout based on available area / volume for storage of 10 million approx. documents , Supply, Installation, Commissioning, Implementation, Operation, Training of our internal users and Maintenance with Operational support for five years after two year warranty period on Turn Key basis.

The final scope of work and technical details will be finalized after the pre-bid conference only.

Eligibility of the bidders:

The interested parties must have the experience of at least three successful implementations of Compacters (For storage of documents) . Their response must contain the documentary evidence for successful implementation of the same , client detail, company profile , balance sheet , profit & loss account for last 3 years from the date of opening of EOI.

EOI responses may contain indicative commercially and technical relevant information, it will not be construed to be a techno-commercial bid. Bidders are advised to carefully review and submit all relevant information with their EOI bids. After review of the EOI, parties will be shotlisted and those short listed parties will be invited to give presentations. After appropriate scrutiny, selected EOI bidders will be issued with the Request for Proposal (RFP).

HLL Lifecare Limited reserves the right to (a) accept or reject any / all EOIs submitted by the parties (b) cancel the process at any time without any liability and assigning any reason thereof.

The interested parties shall submit their response along with all the details in writing within 30th June / 'within 31 days of publishing the EOI in newspaper' to :

**Head P&CD
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