

HLL LIFECARE LIMITED
(A Government Of India Enterprise)
Kanagala Factory Belgaum 591225
Ph: 08333-279244 Mail: purchasekfb@lifecarehll.com
[Registered & Corporate Office: HLL Bhavan, Poojapura, TVM - 12, Kerala.
Ph: 0471-2354949. Web: www.lifecarehll.com CIN: U25193KL1966GOI002621]

SERVICE ENQUIRY LETTER

Collective No. : 1110080183

Dated: 28.02.2015

Your offer shall reach us on or before 18.03.2015 15.00 hrs, which will be opened at 18.03.2015 15.30 hrs.

Description of work:

1). **PROCUREMENT OF WATER THROUGH TANKER –**

Competitive rate shall be quoted as per the template given below:

CURRENCY:

Sl. No	Activity Code	Description	UOM	Qty	Basic Rate	Amount
1	50004672	PROCUREMENT OF WATER-TANKER - PROCUREMENT OF WATER-TANKER Service tax	KL	60,000		
Total amount						

Special Instructions:

The detail for supply of water given in Annexure enclosed.

TERMS& CONDITIONS:

- 1. ALL STATUTORY LEVIES, IF APPLICABLE, WILL BE DEDUCTED FROM CONTRACTOR'S BILL AS PER RULES.**
- 2. THE PARTY SHALL TAKE ALL SAFETY PRECAUTIONS RELATING TO THE WORK ON CONTRACT AND IN THIS RESPECT NECESSARY SAFETY PERMIT SHALL BE OBTAINED BY THE PARTY FROM THE SAFETY DEPARTMENT OF THE COMPANY BEFORE COMMENCING THE SERVICE/REPAIR WORK.**
- 3. THE WORK SHOULD BE CARRIED OUT WITH OUT CAUSING ANY INCONVENIENCE TO THE FACTORY WORK AND SHALL ENSURE THAT NO DAMAGES OCCURRED TO THE EXISTING PLANT AND MACHINERY.**
- 4. THE WORK SHOULD BE CARRIED OUT IN CONSULTATION WITH THE AUTHORIZED OFFICER ASSIGNED.**

1. INCOME TAX:

Income tax @2% will be deducted on the total contract amount plus applicable surcharge.

2. PROVIDENT FUND:

PF will be recovered @25.605% on the labour statement to be given by the contractor

3. ESI:

ESI on the rate of 6.5% will be deducted from the labour charges as submitted by the contractor

4. PENALTY CLAUSE:

This will be applicable as per company rules

5. PAYMENT TERMS:

Preferably within 30 days after satisfactory completion of work duly certified by Competent Authority

6. SECURITY DEPOSIT:


For placing orders, the bidders shall furnish Security Deposit @5% of total value of order in the form of DD favoring HLL Lifecare Ltd.

The above tender/order is liable to be suspended/cancel at any time at the discretion of the company with/without assigning any reason. You shall have to provide a certificate confirming that the machine/recruitment/product/ process being offered by you that environment friendly, i.e. it is non-hazardous to the environment.

The contractor shall be liable for ensuring the compliance on various Acts and Rules applicable to the employees engaged in Building/construction activities including the Building and other construction workers(Regulations of the employment and conditions of service)Act 1996, Rules 1998. The building and other construction workers Welfare Cess Act 1996, Rules 1998.

The Cess leviable under this Act shall be collected /deducted at source in relation to a building or other construction work. The proceeds of the cess collected shall be deposited to the Board constituted under this Act by the State Govt.

For HLL Lifecare Ltd


Authorised Signatory

Visit www.lifecarehll.com for HLL's Safety, Health & Environment Policy & Quality policy.



ANNEXURE

Sub: Supply Of Water Through Tanker – Reg.

1. Party shall supply clean potable water on daily basis consistently.
2. Quantity of water to be supplied by party will be decided by HLL.
3. Quantity of water to be supplied by party may vary from time to time as per HLL requirement.
4. Party shall make his own arrangements of water and power resources to ensure consistency in water supply.
5. Party shall take all necessary precautions to ensure safe supply of water on regular basis.
6. Water should be supplied through tanker registered as per Carriage by Road Act 2007.
7. Contract period will be from 01/04/2015 to 31/03/2017.
8. Procuring and supply of water is the sole responsibility of the contractor.
9. The supplied water will be tested in our laboratory for ph, suspended solids etc (allowable value ph 6.25 and suspended solids 5 mg/l).
10. If the contractor fails to supply the water as per our requirement penalty will be imposed. The amount to be paid as penalty will be the actual amount that we are going to incur in bringing the water to our site on our own + additional amount of 10% of the actual expenses incurred.
11. If the supplier fails to supply the water, the same will be treated as non-performance and resulting in forfeiture of security deposit. The same will be at the discretion of the management and the matter cannot be referred to court.
12. The supplier has to deposit an amount of Rs. 15,000/- as security deposit (in case of placement of order) and the same will be returned after the expiry of the contract.
13. No advance will be given against the said contract.
14. HLL Lifecare will not give any compensation, in case of water is not required due to some unforeseen reason. Force majeure clause is applicable.

ANNEXURE

Sub: Supply Of Water Through Tanker – Reg.

15. HLL Lifecare Ltd., reserves the right to cancel the contract & vary the period without paying any compensation whatsoever on account of any alternate arrangements made to meet the requirement of water.
16. In case no reference is made to taxes it would be presumed that the taxes are not applicable and the commercial evaluation would be done accordingly.
17. No idling charges will be paid by the company.
18. In case of failure /breakdown of vehicles, the contractor has to make an alternative arrangement to avoid delay.
19. Updated emission test certificate from appropriate authority and driving licence should be produced whenever required.
20. In case of agreement contract proof also should attach to show the source is having sufficient yield in the recent past.
21. EMD of Rs. 15,000/- (Rupees Fifteen Thousand Only) should be submitted along with the quotation by way of demand draft drawn in favour of M/s. HLL Lifecare Limited, Kanagala payable at Nipani. Tenders without EMD will be liable for rejection.
22. If further clarification can be taken from Deputy Manager (Mech)
23. Contracts all risk (CAR) policy is to be obtained by contractors.
24. Envelope containing your quotation should be sealed, signed and superscripted with the sentence "QUOTATION FOR SUPPLY OF WATER THROUGH TANKER (REGULAR)" Enq No: 1110080183.


X Deputy General Manager (Purchase)