



Kakkanad Factory, Cochin
Plot No.16-A/1 CSEZ, Kakkanad P. O. Ernakulam – 682 037,
Kerala, India. Ph: +91 484 2413999
Email: materialskfc@lifecarehll.com

Tender No **HLL/KFC/PUR/ MATERIAL SHIFTING /2020-2021**
Date **22/06/2020.**

**E-TENDER FOR PROVIDING VEHICLES FOR MATERIAL
SHIFTING INSIDE CSEZ.**

**AT
HLL LIFECARE LIMITED,
KAKKANAD, COCHIN**



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Sealed Tenders are invited in prescribed format for supply of the following vehicles for a period of one year starting from 1st August 2020 to 31st March 2021 as detailed below for material shifting from HLL premises to Company Godown inside CSEZ.

Requirement:

Sl. No.	Type of Materials
1	Finished Goods in Box Rate (Average Weight 25 KG)
2	Packing Materials and Raw materials in Per Kg Rate
3	Shifting of Finished Goods in Box Rate (Average Weight 25 KG) from Godown to loading area at ground floor in Plot No. 17.
4	Shifting of packing / other materials in Per Kg Rate. (From ground floor to Godown) in Plot No. 17

Packing Materials, Raw materials and Finished Goods has to be collected from HLL Premises and to be arranged batch wise, as the case may be, in company godown located inside CSEZ. Necessary manpower shall be provided by the contractor for arranging/shifting of goods. All necessary pre-cautions shall be made for the safe custody of our material.

The tender documents can be collected from the office of the undersigned between 10:00 hrs. to 14:00 hrs on all office working days up to 15/07/2020.



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The tender documents can also be downloaded from our Website: www.lifecare.com

1	Tender No:	HLL/KFC/PUR/ MATERIAL SHIFTING /2020-2021
2	Last Date of Issue of Tender documents	15/07/2020 at 13:00 Hrs.
3	Last Date & Time of Submission of Bids	15/07/2020 at 14:00 Hrs.
4	Date & Time of Opening of Bids	15/07/2020 at 16:45 Hrs.



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TERMS AND CONDITIONS

1. The Contractor should be the owner of the vehicle – Trucks, Pick up auto, TATA ACE / similar type of vehicle. In case of Firm/Company the vehicle can be owned by the Firm/Company. The vehicles should be roadworthy, in good condition, and valid registration, road permit, records of having paid road tax and insurance, to carry out Transportation of Goods and materials as mentioned.
2. The vehicle offered should have valid fitness certificate issued by RTO and the bidder should submit copy of RC Book, Road Tax and Insurance paid Certificate, Fitness Certificate, Goods carriage permit and Pollution Certificate duly self attested along with Tender document. **The odometer of the vehicle should be in working condition and in case any defect occurs, it shall be rectified within 3 days** after making alternate arrangements to perform the work undertaken
3. The Contractor should ensure that the goods and materials transported is protected from dust, rain, pilferage, etc by proper covering till the materials are unloaded at the locations specified from time to time. In case of any loss or damage to the goods in transit, the cost of the material along with penalty equal to 3 times the cost will be recovered from the contractor, from the amount payable to him/her or from security deposit made by him/her to the Company.
4. The breakup of the rate should be furnished in the price bid. Income tax as applicable will be deducted.
5. The Contractor shall submit bills for payment and the bills will be paid within 15 days of receipt of the bills.
6. The Drivers engaged by the contractor should be experienced and should have valid driving license and badge. They should have good character and conduct. In case the Company desires to change the driver, the contractor should provide substitute immediately.

Necessary Insurance coverage should be taken by the contractor for the drivers and supporting staffs engaged by him.



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7. There shall be no employer employee relation between the HLL and the driver and cleaner. The whole supervision and control of driver and cleaner shall be with the contractor. They shall be employees of the owner of the vehicle (Contractor).
8. Tender forms on payment of Rs.200/- can be collected from the **Purchase Department**, HLL Lifecare Limited, Plot No.16/A-1, CSEZ, Kakkanad, Cochin-682037, between **10:00 hrs and 13:00 hours after publishing in our site till 15/07/2020**. The documents can also be downloaded from our website (www.lifecarehll.com).
9. The rate quoted should be firm for a period of one year from the date of work order and no revision/escalation will be considered except in the case of increase or decline in fuel price by more than Rupee one, in the manner as given below:

Diesel / Petrol rate increase /decrease calculation:

- a. Rate of the diesel / petrol at COCHIN on the tender opening date will be considered as base rate for rate revision (R1).
- b. Amount for rate revision(A) :

$$\text{Rate change per litre (R1-R2) * Total No of KM run} \\ \text{Running KM per litre}$$

$$\text{Revised rate} = \text{Quoted rate} + (A) \text{ in case of hike in rate and} \\ \text{Quoted rate} - (A) \text{ in case of decrease in rate}$$

The running KM per liter of diesel / petrol will be computed for various categories of vehicles as under:-

- a) TATA ACE /similar type of vehicle - 20 KM
- b) Pick up auto - 20KM

Rate revision on account of change in fuel price will be allowed based on the above calculation from the date of fuel revision and the same will be considered once in every quarter. **The request for the revision should be submitted before 30th of the 1st month of the next quarter. Request submitted after this date will be rejected.**

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10. Sealed Tenders duly completed in all respects should be submitted to SM (Purchase & Sales), HLL Lifecare Ltd., Plot No.16/A-1, CSEZ, Kakkanad, Cochin latest by **14:00 hrs on 15/07/2020**. The Tender will be opened at **16:45 hrs on 15/07/2020**.
11. Tenderers may depute their representatives who wish to participate in the Tender opening meeting which was scheduled on the date mentioned here.
12. Tender by e-mail will not be accepted.
13. The Company shall not be liable for the delay in submission of tenders after the due date specified above due to any reason including Postal delays etc.
14. The Unit Chief of Kakkanad Factory, Cochin, reserves the right to cancel or reject the Tender fully or partially, without assigning any reason and his decisions will be final and binding on all Tenderers.
15. HLL will have the right to cancel the contract at any point of time, after giving 3 months notice
16. The bidders are required to submit an EMD of **Rs.5,000/- (Rs. Five Thousand only)** by the way of DD, drawn in favor of HLL Lifecare Ltd., payable at Ernakulam. This amount does not carry any interest. The EMD amount of the unsuccessful bidders will be returned within one week after the opening of the Tender. The EMD amount of successful Bidder will be released after the successful completion of the contract period



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PRICE BID

1 Name & Address of the Tenderer :

a Email: :

b Phone No :

c Mobile No :

d PAN No :

e Service Tax Registration No :

f GST No :

2. Details of Rates.

#	Type of Materials	Quoted Rates
1	Finished Goods in Box Rate (Average weight 25 Kg)	
2	Packing Materials and Raw materials in Per Kg Rate	
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The rate quoted should be firm for a period of one year from the date of Work Order. No escalation in rate will be considered during the contract period except in case of increase or decrease in fuel price. Rate revision on account of change in fuel price will be allowed based on the calculation provided in the tender.

SIGNATURE OF TENDERER

Date :
Place :