

एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

Date: 18<sup>th</sup> February 2015

निविदा सूचना  
**TENDER NOTICE**

1. वर्ष 2015-16 के लिए हमारी कनगला फैक्टरी बेलगाम की **अलुमिनियम फॉइल** की आपूर्ति की ओर विनिर्माण /प्राधिकृत एजेंटों से निर्धारित प्रपत्र में दो बोली प्रणाली (तकनीकी / वाणिज्य) के अधीन मुहरबंदित और उपरिलिखित निविदाएँ आमंत्रित किया जाता है।

Sealed and superscribed tenders under Two-Bid System (Techno-Commercial) in the prescribed form are invited for the supply of **Aluminium Foil** to our Kanagala Factory, Belgaum for the year 2015-16.

2. तकनीकी विनिर्देश, अनुमानित मात्राएं और अन्य निबंधन एवं शर्तें निविदा दस्तावेजों में दिये जाते हैं, जो प्रत्येक निविदा के लिए एचएलएल लाइफकेयर के नाम पर तिरुवनन्तपुरम में देय रुपए 520 का डीडी देकर 18.02.2015 से पूर्वाह्न 10.30 बजे से अपराह्न 3.30 बजे तक हमारे कार्यालय के किसी भी कार्य दिवस पर प्राप्त किया जा सकता है। यदि दस्तावेज डाक द्वारा अपेक्षित है तो निविदा दस्तावेजों की लागत के अतिरिक्त डाक/ कोरियर चार्ज की ओर रुपए 50 का अतिरिक्त चार्ज भुगतान किया जाए। डी डी एचएलएल लाइफकेयर के नाम पर तिरुवनन्तपुरम में देय किसी राष्ट्रीयकृत बैंक का होना चाहिए।

The technical specification, approximate quantities and other terms and conditions are given in the Tender documents, which can be had from our office on any working day from 18/02/2015 between 10.30 A.M to 3.30 P.M by paying **Rs.520/-** DD (inclusive of KVAT) for each tender in favour of HLL payable at Trivandrum. If the documents are required by Post, an additional charge of Rs.50/- may be remitted towards postal/courier charges, in addition to the cost of tender documents. The DD should be drawn on a Nationalized Bank favouring HLL Lifecare Limited, payable at Thiruvananthapuram.

**एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED**  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

**PHONE NO:0471 2435325; FAX NO:0471 2435013;**  
**EMAIL: materialspt@lifecarehll.com**

**Tender No: PUR/08/R1/PQ/OCP/5/2015-16**

**3.** विवरण हमारे वेबसाइट [www.lifecarehll.com](http://www.lifecarehll.com) & सी पी पी पोर्टल ([www.eprocure.gov.in](http://www.eprocure.gov.in)) से भी मिल सकता है। निविदाकार हमारे वेबसाइट & सी पी पी पोर्टल से दस्तावेज़ डाउनलोड किया जा सकता है और ऐसी स्थिति में निविदा शुल्क, तकनीकी बोली के साथ डीडी द्वारा अदा किया जाना चाहिए।

The details can also be had from our Website at [www.lifecarehll.com](http://www.lifecarehll.com) & CPP portal ([www.eprocure.gov.in](http://www.eprocure.gov.in)). The tenderers can download the documents from our website & CPP portal and in such case the tender fee should be paid by way of DD along with technical bid.

**4.** तकनो-वाणिज्य बोली दस्तावेजों को जारी करने की अंतिम तारीख एवं समय 12/03/2015 मध्याह्न 11.00 बजे तक होगा। संपूर्ण निविदाएं एचएलएल लाइफ़केयर में निविदा संख्या उपरिलिखित मुहरबंदित लिफाफे में 12/03/2015, 15.00 बजे तक मिलना चाहिए।

The last date & time of issue of Techno-commercial Bid documents will be upto 12/03/2015; 11.00 A.M. Completed tenders in sealed cover superscribed with Tender Nos. should reach HLL latest by 12/03/2015; 3.00 PM.

**5.** संक्रमण में हुई किसी विलम्ब के लिए एचएलएल लाइफ़केयर लिमिटेड उत्तरदायी नहीं होगा।

HLL will not be responsible for any delay in transit.

**6.** तकनीकी बोली में योग्यताप्राप्त निविदाकारों की मूल्यबोली मात्र खोली जाएगी।

The Price Bid of those Tenderers who qualify in the Technical Bid only will be opened.

**7.** मूल्य बोली खोलने की तारीख एवं समय अलग रूप से सूचित किया जाएगा। तकनीकी बोली मूल्यांकन में अयोग्यताप्राप्त निविदाकारों की मूल्यबोली बिना खोले वापस की जाएगी।

The date and time of opening of Price bid will be intimated separately. The Price Bids of Tenderers who do not qualify in the Technical bid evaluation will be returned unopened.

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

**Tender No: PUR/08/R1/PQ/OCP/5/2015-16**

8. नये विक्रेताओं एवं विक्रेता विकास कार्यक्रम के अधीन आनेवालों की मूल्य बोली विक्रेता विकास प्रोटोकॉल में यथा निर्धारित नमूना की प्रस्तुतीकरण एवं संयंत्र परीक्षण की समाप्ति के बाद मात्र खोली जायेगी।

The Price Bid of new vendors and those under vendor development programme will be opened only after submission of sample and successful completion of plant trial as laid down in the vendor development protocol.

**संयुक्त महाप्रबंधक (क्रय) JT. GENERAL MANAGER (PURCHASE)**

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

**TENDER FORM**

**TECHNO-COMMERCIAL BID**

**SUPPLY OF ALUMINIUM FOILS**

**Tender No: PUR/08/R1/PQ/OCP/5/2015-16**

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

Date: 18<sup>th</sup> February 2015

M/s.

Dear Sirs,

Sub: Tender Forms for Technical Bid & Price Bid

We are enclosing herewith the Technical Bid & Price Bid Tender Forms.

The Tender Forms are to be duly filled up in **duplicate**, signed and returned, in a sealed cover superscribed with the above Tender No., the due date and date of opening, addressed to the Joint General Manager (Purchase), HLL LIFECARE LIMITED, PEROORKADA P.O., THIRUVANANTHAPURAM-695005.

The last date & time of receipt of Bids : 12/03/2015: 3.00 PM

Date & Time of opening of Technical Bid : 13/03/2015: 2.45 PM

Yours faithfully,  
For HLL LIFECARE LIMITED

**JOINT GENERAL MANAGER (PURCHASE)**

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

**CONTENTS OF BID DOCUMENT**

**I. INSTRUCTION TO BIDDERS:**

**II. TECHNICAL BID FORMS**

1. Schedule A - Specification
2. Schedule B - Minimum Eligibility Criteria
3. Schedule C - Questionnaire - General information of the Manufacturer / Supplier
4. Schedule D - Terms & conditions
5. Schedule E - Questionnaire for minimum eligibility criteria
6. Schedule F - Specific Conditions
7. Schedule G - Questionnaire for Vendor Development
8. Schedule H - Declaration accepting Terms and Conditions of the Tender

**III. PRICE BID FORMS**

- Schedule I - Rate Schedule for Kanagala-Belgaum

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

Page 1 of 3

**INSTRUCTIONS TO BIDDERS**

1. The Bid is intended to procure material as per specification in Schedule A.
2. The bid consist of two parts:
  - a. Technical Bid
  - b. Price Bid
3. The Technical Bid should be accompanied by Earnest Money Deposit (EMD) in the form of DD drawn in favour of M/s. HLL Lifecare Limited payable at Trivandrum for a sum of **Rs. 1,00,000/-** failing which the Tender is likely to be rejected. The EMD submitted will be converted to Security Deposit and will be released at the end of contract period.
4. SSI units interested in availing exemption from payment of EMD should submit a valid copy of their registration certificate issued by the concerned DIC or NSIC. But the Party has to provide Security deposit if Tender is awarded to them.
5. Technical & Price Bids should be in separate sealed covers. Technical and Price Bids shall be super scribed as "Technical Bid " and "Price Bid" on the respective covers in order to clearly identify between the two Bids. These two bids should be submitted in a single sealed cover with the respective Tender No. mentioned thereon, complete in all respect, addressed to the Joint General Manager (Purchase) HLL Lifecare Limited, Peroorkada P.O., Trivandrum – 695 005, on or before the due date and time mentioned in the Tender Notification. HLL shall not be responsible for any delay, if any, in the delivery of the bidding document or non-receipt of the same.

**6. Bid submission / Bid opening dates**

- a. The last date & time of receipt of Bids: 12/03/2015: 3.00 PM
- b. Date & Time of opening of Technical Bid: 13/03/2015: 2.45 PM

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

Page 2 of 3

**INSTRUCTIONS TO BIDDERS**

7. In the event of the date mentioned above being declared subsequently as holiday for the purchaser's office, the due date for submission and opening of bids will be the next working day at the same venue and time.
8. Bids received after the deadline for submission shall not be considered.
9. The Bidder is expected to examine all specifications, Instructions, Forms, terms and conditions given in the Bidding documents. Failure to furnish all information required in the Bidding documents or submission of a Bid not substantially responsive to the bidding documents in every respect will be at the Bidders risk and may result in rejection of the Bid.
10. Any clarification required will have to be obtained one week prior to the Date of opening of the Technical Bid.

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

Page 3 of 3

**INSTRUCTIONS TO BIDDERS**

- 11.A certificate/Declaration as given in Schedule H stating that **ALL TERMS AND CONDITIONS** of this Tender is acceptable should accompany the tender failing which the tender is likely to be summarily rejected.
- 12.The validity of Technical Bid and Price Bid shall be for a period of one year.
- 13.The quantity mentioned herein is approximate annual requirement with staggered delivery and in case less or more quantity is required the suppliers should be prepared to effect supply at short notice on the same terms and conditions.
- 14.(a) The Price Bid of those Tenderers who qualify in the Technical Bid only will be opened. The date and time of opening of price bid will be intimated separately.  
  
(b) The Price Bid of new vendors and those under vendor development programme will be opened only after submission of sample and successful completion of plant trial as laid down in the vendor development protocol.  
  
(c) The Price Bids of Tenderers who do not qualify will be returned unopened.

.....

एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

Schedule -A  
Page 1 of 2

**TECHNICAL BID**

**ALUMINIUM FOILS  
For Kanagala Factory, Belgaum**

**SPECIFICATION**

Sl No.	Material	Specification
1	FOIL AL.FOR MALA-N SINGLE COLOR 184MM	GSM: Allu, GSM 54.20+/-8% (49.864 TO 58.536), GSM of HSL: 5(+/-1), *THICKNESS OF FOIL:0.0184 TO 0.0216 MM.*INK: 0.5 TO 1.0 *WIDTH:184 MM *BURSTING STR ENGTH: 1.70 KG/SQ.CM. (MIN) *PRINT REPEAT LENGTH (MM): 80.29 + 0.05 MM (FOR 10 REPEAT LENGTH 802.90 TO 803.40 MM), I-MARK SHOULD BE EQUIDISTANCE FROM PRINT AREA & AT CENTER PLACE, * YIELD: 15.26 to 18.39SQ.MT/KG (MIN) * COLOUR: PRINTED IN SINGLE COLOUR RED (BOTH TEXT MATTER & I MARK) ON DULL SIDE OF FOIL. * SUPPLIED IN REELS, NEATLY WOUND ON ALUMINIUM CORE OF ID 76 MM. & PACKED IN STERDY CORRUGATED BOXES. * BOX NO., GROSS WT; NETT MIX WT SHOULD BE CLEARLY MARKED ON EACH BOX

**एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED**  
**(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)**  
**पेरूरकडा पी.ओ. PEROORKADA. P.O.,**  
**तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005**

**PHONE NO:0471 2435325; FAX NO:0471 2435013;**  
**EMAIL: materialspt@lifecarehll.com**

**Tender No: PUR/08/R1/PQ/OCP/5/2015-16**

Schedule -A  
Page 2 of 2

<b>Sl No.</b>	<b>Material</b>	<b>Specification</b>
2	FOIL ALLUMINIUM FOR MALA-D SINGLE COLOUR 184 MM	"GSM: 52 to 56,GSM of HSL: 5+/- 1,THICKNESS OF FOIL (MM):0.0192 TO 0.0208 MM.*WIDTH:184 MM..*BURSTING STR ENGTH: 1.90 KG/SQ.CM.(MIN) *PRINT REPEAT LENGTH (MM) : 80.29 +/- 0.05 MM (FOR 10 REPEAT LENGTH 802.90 TO 803.40 MM),? I ?-MARK SHOULD BE EQUIDISTANCE FROM PRINT A REA & AT CENTER PLACE, * YIELD :17.5 to 15.8 SQ.MT/KG ,* COLOUR :PRINTED IN SINLE COLOUR ON DULL SIDE OF FOIL. * SUPPLIED IN REELS,NEATLY WOUND ON ALUMINIUM CORE OF ID 76 MM. & PACKED IN STERDY CORRUGATED BOXES .* BOX NO., GROSS WT ;,NETT MIX WT SHOULD BE CLEARLY MARKED ON EACH BOX "
3	FOIL ALUMINIUM FOR SAHELI SINGLE COLOUR 136 MM (NEW)	*GSM OF ALUMINIUM: 54.20+/- 8%(49.864TO58.536), GSM OF HSL: 5+/-1,THICKNESS OF FOIL: 0.0184 TO 0.0216MM. *WIDTH: 136MM.*B.S.1.7KG/SQ.CM.(MIN)*INK GSM 0.5 TO 1 *YIELD: 15.26 TO 18.39 SQ.MT./KG*PRINTED IN BLUE COLOUR ON DULL SIDE.*SUPLIED IN REELS NEATLY WOUND ON ALUMINIUM CORE OF 76 MM.ID. AND PACKED IN STERDY CORUGATED BOXES*BOX NO.GROSS WT., NETT MIX WT. ETC. SHOULD BE CLEARLY MENTIONED ON EACH BOX

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

Schedule – B

Page 1 of 2

**TECHNICAL BID**  
**Minimum Eligibility Criteria for qualifying in the Technical Bid**

**Material: ALUMINIUM FOILS**

**1. MINIMUM ELIGIBILITY CRITERIA**

- a. Firm should have achieved a total sale turnover of **Rs. 5 Crores** during each of the last financial year i.e. **2012-13 & 2013-14. Enclose Turn Over Certificate from Chartered Accountant duly signed & sealed / Self Attested Annual Reports.**
- b. A letter/Self Declaration of confirmation shall be enclosed by the bidder that the product being offered is as per the specification given in the tender.
- c. In case of Existing Vendors qualifications will be based on their previous years performance / qualification and in case of New Vendors it will be based on their Facilities Audit.
- d. In the case of an authorized agent a letter of confirmation from the manufacturer appointing them as an authorized agent to supply Aluminum Foil for the period 2015-16 should be furnished.
- e. A declaration confirming that the product offered is environment friendly i.e., non-hazardous to the environment shall be enclosed.

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

SCHEDULE - C  
Page 1 of 2

**TECHNICAL BID**  
**QUESTIONNAIRE**

**(General information of the manufacturer / supplier)**

1. Name & Address of the supplier with  
(a) Telephone No. :  
(b) Fax No. :  
(c) E-mail Address :  
(d) Name of contact person :  
(e) Whether :  
proprietary/partnership/  
Limited company.
2. Are you a manufacturer / :  
authorized agent  
If authorized agent furnish a  
copy of authorization  
from manufacturer.  
(a) Specify whether SSI /  
MSME unit
3. Annual production capacity :
4. How many years have you been :  
in the business of  
manufacturing/ trading?
6. What would be the minimum :  
period required to deliver the  
ordered quantity from the date  
of confirmed purchase order/  
LOI?
7. Have you been a supplier to :  
any Pharmaceutical Industries,  
if so give details of the name,  
address, quantity and values of  
orders received and executed  
during the last three year?  
(Attach separate sheet)

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

SCHEDULE - C  
Page 2 of 2

8. Annual Turn Over during the :  
last 2 years?
9. What is your :- CST No. :  
TIN No.& VAT No. :
10. Name & Address of your  
Banker(s)  
Account no. :  
Swift Code. :
11. What is the shelf life of the product :  
being offered by you?
12. Kindly furnish the name and :  
address of the Transporter  
(Registered as per Carriage by  
Road Act 2007) through whom  
the rejected material is to be  
returned on freight to pay basis  
(Ref. clause d of Schedule D)
13. Any other details :

All the information provided herein is true & correct.

PLACE:  
DATE :

NAME & SIGNATURE OF THE APPLICANT  
(WITH OFFICE SEAL)

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

SCHEDULE – D

Page 1 of 5

**TERMS & CONDITIONS**

1. The Tender should be complete in all respects. Incomplete tenders are liable to be rejected.
2. Unsealed Tenders received are liable to be rejected and this will be at the sole risk of the Tenderer.
3. The EMD of successful bidders will be converted to Security Deposit and will be refunded at the end of contract period.
4. (a) The quoted rate shall be valid for a period of one year during which period no price escalation and no change in terms and conditions will be allowed on any ground.  
  
(a) In the event of failure on the part of the supplier to supply the material as per the delivery schedule or supply material at the agreed rate during the contract period, HLL would procure the material from alternate source at the risk and cost of the supplier. **In such cases, the additional cost incurred will be recovered from the supplier.**  
  
(c) Failure to supply the material for any of the above reasons will also entail forfeiture of Security Deposit and even blacklisting of the supplier for a minimum period of two years.
5. Conditional tenders / tenders with deviation will not be considered.
6. The quantity mentioned herein is approximate annual requirement and in case the company requires less/more quantity, the supplier should be prepared to effect supply at short notice at the agreed rate, terms and conditions.

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

SCHEDULE – D

Page 2 of 5

7. HLL reserves the right to split up the quantity and place the order on more than a supplier and also reserves the right to accept or reject the offer without assigning any reason.
8. The tender is liable to be suspended or cancelled at anytime at the discretion of the company without assigning any reason.
9. The vendor should have in house testing facility, which would be audited by HLL to check the product for HLL parameters and should be able to issue/provide test certificate for each consignment.

**In the event of placing orders: -**

- a. Sample/artwork should be submitted and got approved before effecting bulk supply.
- b. The remaining period of shelf life of material on arrival at our stores should be minimum 5/6<sup>th</sup> of the total shelf life.
- c. Test Report of the product is to be attached with each consignment batch wise specifying therein the readings of the final test.
- d. In case of rejection the material should be taken back and replaced at supplier's risk and cost within 7 days of intimation from HLL. The material found defective during online usage shall also be replaced at yours risk and cost within 7 days of intimation from HLL. The procedure in this regard would be as follows:-
  - (i) Material shall be returned through the Transporter indicated in Schedule C or through our approved Transporter on freight to-pay basis.
  - (ii) Alternatively the rejected material shall be destroyed at our end.
  - (iii) The cost incurred for disposal of the rejected material shall be recovered from supplier.
  - (iv) The supplier is required to replace the rejected material failing which HLL reserves the right to procure the material from alternate source(s) at supplier's risk and cost.
  - (v) Making arrangements to lift the rejected items is entirely responsibility of the supplier. If the material is not lifted within

एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

SCHEDULE – D

Page 3 of 5

specified period, the same would be handled as scrap & disposed off.  
No claim would be entertained further on this matter.

- e. A certificate confirming that the product offered is environment friendly i.e., non-hazardous to the environment is to be enclosed with the Techno-Commercial Bid.
- f. The supplier agrees to supply strictly as per the order terms in respect of quantity and quality. HLL reserves the right not to receive material beyond the delivery date given in the order.
- g. The supplier has to supply as per the rate quoted /agreed and other terms & conditions for a period of one year during which period no price escalation and no change in terms and conditions will be allowed on any ground.
- h. Acceptance of the delayed supplies and excess quantity is solely at the discretion of HLL. In the case of excess supply the excess quantity shall be returned back through the Transporter indicated in Schedule C (clause 5) or our authorized transporter on freight to pay basis.
- i. The parties have to abide by delivery schedule given in the supply order strictly. Penalty @ 0.5% value of the materials per week of delay subject to a maximum of 7.5% of the value of the supply defaulted will be imposed if material is accepted by the company after the stipulated delivery period
- j. HLL reserves the right to inspect the facilities for GMP by their officials or by an authorized independent third party agency for compliance.
- k. All dispatch documents like delivery note/challan, packing list and invoice should contain the following details

- i. Supply Order No.& date**
- ii. Description of items as contained in the supply Order.**
- iii. Quantity dispatched**

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

SCHEDULE – D  
Page 4 of 5

- iv. Manufacturing date.
- v. Expiry date.
- vi. Total Number of packages/ serially numbered
- vii. Test certificate
- viii. HLL's CST / TIN No.

**The L.R No. should be intimated immediately after dispatch of the material by e-mail/fax**

1. The following information shall be stenciled or labeled on the exterior of the packing in bold letters, clearly visible, at least 50mm high with waterproof ink.
  - a. Name of Product (as given in supply Order)
  - b. Date of Manufacture (Monthly/Yearly)
  - c. Date of expiry.
  - d. Quantity
  - e. Instruction off storage and handling
  - f. Name & Address of Manufacturer
  - g. Company's address in full
  - h. All packages should be separately numbered and it should appear on top of the packages with proper labeling.
- m. The following documents should accompany the consignment
  - a. **Invoice in triplicate**
  - b. **Delivery Note/Challan**
  - c. **Packing List**
  - d. **LR/AWB/----**
  - e. **Material Safety Data Sheet(MSDS)**
  - f. **Environment clearance certificate**
- n. Mode of Transport shall be by road, unless otherwise specified.
- o. **Payment shall be made by cheque/RTGS with in 30 days of receipt, inspection and acceptance of the material.**

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

SCHEDULE – D  
Page 5 of 5

- p. The jurisdiction of any dispute, suits and proceedings arising out of this tender shall be only in the court of Thiruvananthapuram / Belguam as the case may be.

**INDEMINITY CLAUSE:**

If the supplier fails to execute the order within the time prescribed for the delivery of goods ordered or violates or infringes the existing rates as agreed to as mentioned in the supply order, the supplier shall and will indemnify the company against all losses or damages whatsoever to be incurred or sustained including the legal cost or expenses incurred by the company by reason of non-delivery of goods at agreed quantity and rate with in the time specified in the supply order. The company will initiate legal action if the supplier fails to execute the supply order as per the schedule in the supply order for the actual loss suffered. No quantity tolerance will be permitted in this regard unless otherwise prior approval is taken by the company before dispatching any excess quantity supplied which shall be returned back on freight to pay basis at the risk of the supplier. Responsiveness of the Bid shall be at the discretion of HLL.

The supplier shall have no right to change the quantity stipulated in the supply order.

Bid pronounced Non Responsive by HLL shall be summarily rejected.

The decision of HLL will be final and no correspondence on this shall be entertained.

We have read and understood the above conditions and agree to abide by the same.

PLACE:  
DATE:

NAME AND SIGNATURE OF THE APPLICANT  
(WITH OFFICE SEAL)

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

SCHEDULE- E  
Page 1 of 1

**TECHNICAL BID**

**QUESTIONNAIRE TO BE FILLED FOR MINIMUM ELIGIBILITY CRITERIA**

**Material: Aluminium Foils**

1. Can you supply material as per our specification given in Schedule 'A'	YES/NO
2. Are you a Manufacturer/ Authorized Agent	YES/NO
3. In the case of an Authorized Agent, i. Have you enclosed a letter of confirmation from the manufacturer appointing you as the authorized agent valid for 2015-16 ii. Also have you enclosed a letter from the manufacturer/Principal that the product being offered is as per the specification given in Schedule A?	YES/NO YES/NO
4. What is the minimum shelf life of Aluminium Foil being offered by you?	
5. i. Will you be issuing Test Certificate of each batch/lot ii. Do you have in- house testing facility to check HLL parameters.	YES/NO YES/NO
6. What is your annual production capacity?	

All the information provided herein is true & correct

PLACE:  
DATE:

NAME & SIGNATURE OF THE APPLICANT  
(WITH OFFICE SEAL)

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

SCHEDULE – F  
Page 1 of 1

**TECHNICAL BID**

**SPECIFIC CONDITIONS FOR SUPPLY OF ALUMINIUM FOILS**

**Mode of Packing**

- a. **Mala-N:** SUPPLIED IN REELS, NEATLY WOUND ON ALUMINIUM CORE OF ID 76 MM. & PACKED IN STERDY CORRUGATED BOXES. \* BOX NO., GROSS WT; NETT MIX WT SHOULD BE CLEARLY MARKED ON EACH BOX.
- b. **Mala-D:** SUPPLIED IN REELS, NEATLY WOUND ON ALUMINIUM CORE OF ID 76 MM. & PACKED IN STERDY CORRUGATED BOXES. \* BOX NO., GROSS WT; NETT MIX WT SHOULD BE CLEARLY MARKED ON EACH BOX
- c. **Saheli:** SUPPLIED IN REELS NEATLY WOUND ON ALUMINIUM CORE OF 76 MM.ID. AND PACKED IN STERDY CORUGATED BOXES\*BOX NO.GROSS WT., NETT MIX WT. ETC. SHOULD BE CLEARLY MENTIONED ON EACH BOX

PLACE:  
DATE:

NAME & SIGNATURE OF THE APPLICANT  
(WITH OFFICE SEAL)

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

SCHEDULE – G  
Page 1 of 2

**QUESTIONNAIRE FOR VENDOR DEVELOPMENT**  
(TO BE FILLED BY NEW VENDORS)

**NAME OF PRODUCT:**

1. Name & Address of the Manufacturer:
  - (a) Telephone No.
  - (b) Fax No.
  - (c) E-mail Address
  - (d) Name of contact person
  - (e) (i) Whether proprietary/partnership/  
Limited company.  
(ii) Furnish Name/'s, address,  
phone nos. of Proprietor/  
Managing partner/ M.D / Director's  
(Attach separate sheet)
  - (f) Specify whether SSI / MSME unit
  - (g) If Yes, pl specify if your unit is owned by :  
SC/ST entrepreneur
- 2) Details of tax registration :-
  - a) CST No. :
  - b) TIN No.& VAT No.
- 3) Name & Address of your Banker(s)  
Account no. :  
Swift Code
- 4) Annual Turn over
- 5) Do you have a Quality Control department. If yes, give the  
details of the facilities. : Yes/No
- 6) a) Do you have inspection for incoming materials : Yes/No

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

**Tender No: PUR/08/R1/PQ/OCP/5/2015-16**

- b) Do you have in process inspection facilities : Yes/No  
c) Do you have final inspection of the product : Yes/No

SCHEDULE – G  
Page 2 of 2

- 7) Do you have any accreditation : Yes/No  
(a)ISO 9000  
(b)Any National/International Laboratory/Authority  
Certification  
If 'Yes', give details along with a copy of certificate issued  
by them.
- 8) Do you have an environmental policy / ISO 14001 certification? : Yes / No  
If yes, please give the details.
- 9) Furnish the details of testing equipments.
- 10) Have you been assessed previously by HLL : Yes/No
- 11) List of customers  
a) Government Dept. / PSU's  
b) Private Sector
- 12) Have you furnished the sample along with this format : Yes/No

Place : **NAME AND SIGNATURE OF THE  
VENDOR**

Date : Office Seal)

Recommendation will be done by HLL LIFECARE LIMITED, KANAGALA  
FACTORY, BELGAUM

Recommendation/Remarks of the committee  
Committee Members:

1.Head of Quality Control/Head of Technical Services and Material Testing

2.Head of User Department

3.Head of Purchase Department

4.Head of Finance Department

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O.,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

SCHEDULE - H  
Page 1 of 1

**TECHNICAL BID**

**Item: ALUMINIUM FOILS**

**DECLARATION**

We confirm having read and understood all the specifications, instructions, forms, terms and conditions and other requirements of the above tender (both expressed and implied) in full and that we agree to abide by all without any deviation.

SEAL OF THE APPLICANT

SIGNATURE  
NAME AND ADDRESS OF APPLICANT

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

Tender No: PUR/08/R1/PQ/OCP/5/2015-16

## CONTENTS OF PRICE BID FORMS

### For ALUMINIUM FOILS

**SCHEDULE I-** RATE SCHEDULE FOR KANAGALA FACTORY, BELGAUM

एचएलएल लाइफ़केयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम-695005 THIRUVANANTHAPURAM-69005

PHONE NO:0471 2435325; FAX NO:0471 2435013;  
EMAIL: materialspt@lifecarehll.com

**Tender No: PUR/08/R1/PQ/OCP/5/2015-16**

PRICE BID – RATE SCHEDULE FOR SUPPLY OF ALUMINIUM FOILS FOR KANAGALA PLANT.

Sl.No	Name of Item (s)	Approx. Qty In Kg	Basic Rate In Rs.	Excise Duty	Sales Tax/V AT	Freight	Insurance	Others	Total Rate per kg. (All inclusive) F.O.R. HLL, Kanagala, Belgaum In Rs.	
									(In Figures)	(In Words)
1	ALUMINIUM FOIL FOR MALA-N 184 MM	10,000								
2	ALUMINIUM FOIL FOR MALA-D 184 MM	5,900								
3	ALUMINIUM FOIL FOR SAHELI 136 MM	800								

Requirement of form 'C': Yes / No.

Certified that the rates quoted will hold good for orders placed up to 31.03.2016 during which period no upward revision will be asked for.

It is also agreed to supply other brand foils with similar specifications as per above rates in case order quantity is more than 300 kgs.

Payment Terms: 30 days after receipt, inspection and acceptance of material.

MINIMUM TIME REQUIRED TO START THE SUPPLY AFTER RECEIPT OF LETTER OF INDENT/SUPPLY ORDERS: \_\_\_\_\_

PLACE:  
DATE:  
TIN NO.

NAME AND SIGNATURE OF THE TENDERER  
(OFFICE SEAL)