



एचएलएल लाइफ़केयर लिमिटेड
(भारत सरकार का उद्यम)
Peroorkada Factory, Thiruvananthapuram

TENDER NO. : HLL/PUR/ LOCAL TRANSPORTATION /2013-2014
DATED: 01/12/2013

TENDER FORM

SUB: - PROVIDING VEHICLES FOR TRANSPORTATION OF MATERIALS.

Sealed Tenders are invited in prescribed format for supply of the following vehicles on monthly rental basis for a period of one year (Jan 2014 to Dec 2014) as detailed below for local transportation / collection of goods & materials from & to HLL facilities at the following locations or within Trivandrum District.

1. Peroorkada Factory, Trivandrum-5
2. Secondary Packing Unit, Uzhaimalakkal.
3. Secondary Packing Unit, Mitra Niketan
4. HLL Unit, Balaramapuram.
5. Any other locations as specified by HLL.

Vehicle requirement / Timing:

Sl. No.	Category of Vehicle	No. of vehicle	Timing	KM
1	Trucks of 5.5-8 MT capacity	5 Nos	7.00am to 7 pm	2000KM / Month
2	Pick up Autorikshaw of 0.50 MT	1 No	8.00 am to 6.00 pm	1000KM / Month
3	Tata Ace / similar type of vehicle	2 Nos	9.00 am to 6.00 pm	1000KM / Month

The tender documents can be had from the office of the undersigned between 10.00 A.M. to 3.00 P.M. on all office working days upto 18/12/2013 (2.00 P.M.) on payment of Rs.312/-, inclusive of Sales Tax, towards cost of Tender Form by DD in favour of HLL Lifecare Limited payable at Thiruvananthapuram.

The tender documents can also be downloaded from our Website: www.lifecarehll.com. The bidders downloading the tender documents from our website are required to enclose Demand Draft for Rs.312/- drawn in favour of HLL Lifecare Ltd., payable at Trivandrum towards the cost of tender documents, along with the Bid. The Tenders not accompanied by the DD for Rs. 312/- will be summarily rejected.

The last date of issue of Tender documents	: 18.12.2013, 2.00 PM
The Last date of receipt of Tenders	: 18.12.2013, 3.00 PM
Date of opening of Tenders	: 18.12.2013, 3.30 PM

Joint General Manager (Purchase)

1. The Contractor should be the owner of the vehicle – Trucks, Pick up autorikshaw, TATA ACE / similar type of vehicle. The vehicles should be roadworthy, in good condition, and should have valid license, road permit and insurance to carry out the following operations:
 - a. Transportation of materials and strips.
 - b. Transportation of Finished Goods.
 - c. Transportation of Waste Strips, Empty Crates, Cartons & other Misc. materials.
2. The vehicle offered should have valid fitness certificate issued by RTO and the bidder should submit copy of RC Book, Insurance Certificate, Fitness Certificate, 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.
3. The Contractor should ensure that the material 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 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/ security deposit to him.
4. The Contractor should have Service Tax Registration if applicable and produce copy of the Registration Certificate to the Company before commencement of the Work.
5. The breakup of the rate should be furnished in the price bid. Income tax as applicable will be deducted.
6. In the event of vehicle being detained overnight at locations other than PFT in loaded condition, halting charge of Rs.100/- per day will be paid.
7. The Contractor shall submit bills for payment on monthly basis and the bills will be paid within 10 days of receipt of the bills.
8. Tender forms duly completed should be submitted along with EMD by way of DD favoring HLL Lifecare Limited, Peroorkada, Trivandrum as detailed below:

- i. Trucks : Rs.10,000/- per truck
- ii. Tata ACE or similar type of vehicle / Pick up autorikshaw : Rs. 5,000/- per vehicle

9. Tender received without EMD shall be rejected.
10. Forfeiture of EMD: The EMD will be forfeited if the Bidder withdraws the bid after opening of the tender or fails to sign the Contract / Agreement.
11. The Drivers engaged by the contractor should be experienced and should have valid driving license and badge. They should have good behaviour. In case the Company desires to change the driver, the contractor should provide substitute immediately.
12. The rate for the vehicles should be quoted on Monthly basis considering the distance indicated for each category of vehicle.
13. The vehicles are expected to run the minimum fixed kilometer per month. In case of under-utilization in a particular month, the shortfall in running kilometers will be carried forward to the following month and adjusted against excess utilization during the quarter.
14. In case of additional utilization (KMs) over and above the fixed minimum monthly kilometers, payment for the additional kilometers will be made at the end of each quarter after adjusting shortfall in utilization during the period.
15. In case of failure to place vehicle on any working day, prorata rent along with penalty @15% of one-day rent will be recovered.
16. Normally the vehicles are not required on Sundays and Public holidays. If the vehicles are used on Sundays & public holidays an additional amount of Rs. 500/- per day over and above the monthly rate will be paid.
17. The company retains the right to have a panel of transporters and allocate loads to the transporter in the panel as per requirement.
18. Tender forms can be collected from the Purchase Department, HLL Lifecare Limited, Peroorkada, Trivandrum-5 between 10.00 a.m and 3.00 p.m from 30/11/2013. The documents can also be downloaded from our website (www.lifecarehll.com).
19. The Contractor shall deposit Rs. 20,000/- towards Security Deposit for each Trucks and Rs.6, 000/- for Pick up Autorikshaw &

TATA ACE/similar type of vehicle. The EMD of the successful bidder will be adjusted against Security Deposit and the bidders are required to remit the balance amount. The successful bidder/s are required to furnish the security deposit within 15 days of award of work and execute an agreement on stamp paper of Rs.150/- (to be prepared by the contractor).

20. Forfeiture of Security Deposit: The security deposit shall be forfeited, in the event of failure on the part of contractor to place truck regularly as per requirement / make available the required number of trucks or failure to execute the work during the contract period. Further such contractor/s may also be blacklisted / barred from participating in HLL's future tenders for a period of two years.
21. 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 Rupees one, in the manner as given below:

Diesel / Petrol rate increase /decrease consumption Norm :

a) Rate of the diesel / petrol at TVM on the tender opening date will be considered as base rate for rate revision.

b) Formulae for rate revision :

$$\frac{\text{Rate variation per litre (in Rs.) X Total No of KM run}}{\text{Running KM per litre}}$$

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

- c) Truck - 7 KM
d) TATA ACE /similar type of vehicle- 20 KM
e) Pick up autorikshaw - 20KM

Rate revision on account of change in fuel price will be allowed based on the above formulae from the date of fuel revision and the same will be considered on submission of request / bill for the same.

22. Tenders duly completed on all respects should be submitted to JGM(Purchase), HLL Lifecare Ltd., Peroorkada, Trivandrum latest by 2.30 p.m on 18/12/2013. The Tender will be opened at 3.30 p.m. on the same day in the presence of Tenderers.
23. Tender by fax/e-mail will not be accepted.
24. 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.

25. The Unit Chief of Peroorkada Factory, Thiruvananthapuram, 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.
26. HLL will have the right to cancel the contract at any point of time, after giving 3 months notice

JOINT GEN. MANAGER (PURCHASE)

HLL LIFECARE LTD
(A GOVERNMENT OF INDIA ENTERPRISE)
PEROORKADA, THIRUVANANTHAPURAM – 5

PRICE BID

SUPPLY OF VEHICLES FOR TRANSPORTATION OF MATERIALS AND STRIPS
FROM PFT TO VARIOUS SECONDARY PACKING UNITS & DEPOTS

TENDER NO. : HLL/PUR/ LOCAL TRANSPORTATION /2013-2014
DATED : 01/12/2013

1.Name & Address of the Tenderer :

Email:

Ph:

PAN No:

Service tax registration No.

2. Details of EMD paid :

3. Details of Vehicle owned by the tenderer .

Sl. No	Type of vehicle	Name of Owner	Capacity in MT	Reg. No.	Yr. of Regn.	Insurance valid upto	Fitness Certificate valid upto
1							
2							
3							
4							

HLL LIFECARE LTD
(A GOVERNMENT OF INDIA ENTERPRISE)
PEROORKADA, THIRUVANANTHAPURAM – 5

PRICE BID

RATE SCHEDULE I - SUPPLY OF TRUCK OF 5.5 – 8 MT CAPACITY

TENDER NO. : HLL/PUR/ LOCAL TRANSPORTATION /2013-2014
DATED : 01/12/2013

I) Truck of 5.5 – 8 MT Capacity on monthly rate basis (7.00 am to 7 pm)

Distance to be covered : 2000 km / month.

No. of Trucks offered :

Sl No	Description	MONTHLY RATE (Rs.)
1	Monthly rental charge for 2000km/month	
2	Service Tax	
3	Total monthly rental charge	
4	Rate per km for extra distance (km) covered in excess of 2000 km	

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 formulae in tender.

Signature of Tenderer :

Date:

HLL LIFECARE LTD
(A GOVERNMENT OF INDIA ENTERPRISE)
PEROORKADA, THIRUVANANTHAPURAM – 5

PRICE BID

RATE SCHEDULE II - SUPPLY OF PICK UP AUTORIKSHAW

TENDER NO. : HLL/PUR/ LOCAL TRANSPORTATION /2013-2014
DATED : 01/12/2013

- II) Pick up Autorikshaw (min 0.50 MT) for transportation within the unit and other Packing Centers (8 a.m to 6.00 p.m).

Distance to be covered : 1000 km / month.

SL NO	DESCRIPTION	MONTHLY RATE (RS.)
1.	Monthly rental charge for 1000km/month	
2.	Service Tax	
3.	Total monthly rental charge	
4.	Rate per km for extra distance (km) covered in excess of 1000 km	

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 formulae in tender.

Signature of Tenderer :

Date:

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PRICE BID

RATE SCHEDULE III - SUPPLY OF TATA ACE / SIMILAR TYPE OF VEHICLE

TENDER NO. : HLL/PUR/ LOCAL TRANSPORTATION /2013-2014
DATED : 01/12/2013

III) TATA ACE or similar type of vehicle For local transportation / collection of goods & material within Trivandrum District (from 9 a.m to 6.00 p.m).

Distance to be covered : 1000 km / month.

SL NO	DESCRIPTION	MONTHLY RATE (RS.)
1	Monthly rental charge for 1000km/month	
2	Service Tax	
3	Total monthly rental charge	
4	Rate per km for extra distance (km) covered in excess of 1000 km	

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 formulae in tender.

Signature of Tenderer :

Date: