

एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम -६९५००५ THIRUVANANTHAPURAM-695 005

PHONE NO: 0471 2435325; FAX NO: 0471 2435013;  
EMAIL: [materialspft@lifecarehl.com](mailto:materialspft@lifecarehl.com)

**TENDER NO. PUR/08/FO/TRANSPORTATION/2015-16**

**TENDER FOR TRANSPORTATION OF FURNACE OIL  
FROM M/s. MRPL, MANGALORE TO HLL LIFECARE  
LTD UNIT AT PEROORKADA & FROM M/s. BPCL,  
KOCHI REFINERY TO HLL LIFECARE UNIT AT  
AKKULAM TRIVANDRUM**

**TECHNO-COMMERCIAL BID**

TENDER NO. PUR/08/FO/TRANSPORTATION/2015-16

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**TENDER NO. PUR/08/FO/TRANSPORTATION/2015-16**

**Date: 19.12.2015**

**TENDER FOR TRANSPORTATION OF FURNACE OIL FROM M/s. MRPL  
MANGALORE to Peroorkada Factory ,Trivandrum & M/s. BPCL, Cochin  
TO Akkulam Factory,Trivandrum.**

Sealed and superscribed tenders under two bid system (Technical and Price) in the prescribed form are invited for the **Collection, Transportation and Delivery of approx quantity – 500 MT Furnace Oil** each from M/s. MRPL, Mangalore to our Peroorkada Factory, Trivandrum (PFT) and M/s. BPCL Cochin Refinery to HLL. Akkulam Factory, Trivandrum (AFT) for the period January 2016- December 2016.

The quantity, terms and conditions etc. are given in the Tender documents, which can be had from our Office on any working day from 19.12.2015 onwards between 10.30 am to 3.30 pm by paying Rs.525/- by DD (Inclusive of ST) drawn in favour of HLL LIFECARE LIMITED payable at Trivandrum. The tenders can download the documents from our website [www.lifecarehll.com](http://www.lifecarehll.com) and from CPP Portal [www.eprocure.gov.in](http://www.eprocure.gov.in) portal and in such case the tender fee should be paid by way of DD along with technical bid.

Last date and time for issue of tender form	: 28.12.2015; 13.00 Hrs
Last date and time of receipt of tender	: 28.12.2015; 15.00 Hrs
Date and time of opening tender	: 28.12.2015; 15.30 Hrs

SR. MANAGER (PURCHASE)

एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED  
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**INSTRUCTIONS TO BIDDERS**

1. The Bid is intended for transportation of Furnace Oil required for our units at Peroorkada and Akkulam from M/s.MRPL, Mangalore to HLL. Peroorkada ,Trivandrum & M/s. BPCL Kochi refinery to HLL Akkulam Factory, Trivandrum
2. This is a tender under two Bid system comprising of:
  - a. Technical Bid
  - b. Price Bid
3. The quantity, terms and conditions are given in the tender document which can be had from our office on any working day from 19/12/2015 to 28/12/2015 between 10.30 am to 3.30 pm against payment of Rs.525/- by DD (Inclusive of S.T) drawn in favour of HLL LIFECARE LIMITED, payable at Trivandrum. The tenderers can also download the documents from our website [www.lifecarehll.com](http://www.lifecarehll.com) and CPP Portal and in such case the tender fee should be paid by way of DD along with technical bid.
4. 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. 2, 00,000/- failing which the Tender is likely to be summarily rejected. The EMD submitted will be converted to Security Deposit and will be released at the end of contract period.
5. Both bids shall be submitted in sealed covers separately. Tender No shall be superscribed on the respective covers. The two separately marked bids (Technical & Price bid), should be submitted in a single sealed cover superscribing 'TENDER FOR TRANSPORTATION OF FURNACE OIL', complete in all respects.
6. HLL LIFECARE LIMITED shall not be responsible for postal delay, if any, in the delivery of the bidding documents or non-receipt of the same.

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**INSTRUCTIONS TO BIDDERS**

7. The last date of receipt of Bids is 28.12.2015; 15.00Hrs & Date of opening of Technical Bid is 28.12.2015; 15.30Hrs.
8. 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 following working day at the same time.
9. The validity of Technical Bid and Price Bid shall be for the period January 2016 to December 2016.
10. The Tenderer who does not meet the Minimum Eligibility Criteria - Technical bid shall be considered as DISQUALIFIED in the tender. Their Price Bid shall be returned unopened.
11. 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.
12. The tenders should be completed in all respects. Incomplete tenders are liable to be rejected.
13. Bids received after the deadline for submission shall not be considered.
14. The Bidder is expected to examine all 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.
15. **PAYMENT TERMS:** - Payment will be made by RTGS/cheque within 30 days after delivery of each load duly certified by competent authority.
16. This Tender is liable to be suspended or cancelled at any time at the discretion of the Unit Chief of the Peroorkada Factory, Thiruvananthapuram without assigning any reason.

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**SCHEDULE - A**

**SCHEDULE OF QUANTITY TO BE TRANSPORTED**

UNIT	Location from	Location To	QUANTITY (MT) / Annum
<b>PEROORKADA</b>	<b>MRPL Mangalore</b>	HLL Lifecare, Peroorkada Factory, Trivandrum	500
<b>AKKULAM</b>	<b>BPCL Cochin</b>	HLL Lifecare, Akkulam Factory Trivandrum	500
		<b>TOTAL</b>	<b>1000</b>

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**SCHEDULE - B**

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**MINIMUM ELIGIBILITY CRITERIA**

1. The transporter should own minimum 3 tankers and should have atleast 3 attached tankers. The tankers should have Interstate permit. In the absence of interstate permit for the tankers, the contractor should obtain the Interstate permit to transport the furnace oil. Documentary evidence of trucks owned / attached to be enclosed with the technical bid.
2. The transporting contractor will be responsible for the collection, transportation and delivery of furnace oil to our respective factories from January 2016 to December 2016. The period may be extended at the discretion of HLL.
3. In the event of failure to deploy their own tankers, the contractor shall arrange transport at their risk and cost and arrange delivery to ensure uninterrupted production at the units.
4. Transporters should have minimum five years experience in transportation of furnace oil for industries, public sectors units. Documentary proof to be submitted along with the Technical bid.
5. In the event of failure to place trucks, as per requirement or failure to deliver the material as per schedule HLL reserves the right to engage other vehicles for transportation and the additional expense incurred will be recovered from the contractor - security deposit / bills.
6. The contractor shall have to agree to our payment terms and conditions (payment will be made by RTGS/cheque within 30 days after delivery of each load.)
7. The contractor shall have to ensure that the stock of furnace oil shall not fall below 35% of the total tank's capacity at PFT and 70% of the tank capacity for AFT (PFT – 125 MT & AFT – 20MT) on any day in the units for which sometimes part loads may have to be transported.

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**TENDER NO. PUR/08/FO/TRANSPORTATION/2015-16**

**SCHEDULE - B**

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**MINIMUM ELIGIBILITY CRITERIA**

8. The contractor shall supply the material by road in 12 MT capacity tankers for AFT and 10/12/16/20 MT capacity tankers for PFT
9. The weighment will be done at HLL Weigh Bridge.
10. Jurisdiction of any dispute, suits & proceedings out of this tender shall be in the courts of TRIVANDRUM, KERALA.

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**TENDER NO. PUR/08/FO/TRANSPORTATION/2015-16**

**SCHEDULE – C**  
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**QUESTIONNAIRE - GENERAL INFORMATION OF THE TENDERER**

1. Name and address of the Tenderer :
  
2. (a) Type of Firm : Partnership/ Proprietary / Pvt. Ltd / Public Ltd.  
(b) PAN Card no. of the Tenderer : .....
  
3. a) No. of vehicles under your ownership.  
(Attach a statement of details : ..... Nos.  
of Truck No. /Ownership. Copy of RC to be enclosed)  
b) No. of vehicles attached with you.  
(Attach a statement of details : ..... Nos.  
of Truck No. /Ownership. Copy of RC to be enclosed)
  
- 4 Have you undertaken similar works for Public Sector Undertakings/  
Leading Private Companies during the last 5 years : Yes/No

(If Yes, furnish details :-

Name & Address of the Customer	Value of Business done during the previous years

Copies of the Contracts/Work Orders to be enclosed.

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**SCHEDULE – C**

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**QUESTIONNAIRE - GENERAL INFORMATION OF THE TENDERER**

5. Name & Address of your Banker, A/C no. :
6. The credit Limit provided to you by your Bank :  
(Copy of Certificate from the Bank duly attested  
to be enclosed).
7. Have you had Litigation/Arbitration in any commercial  
contract during last three years? : YES / NO  
if YES give details

**N.B.:-** The statements specified in Sl. No. 3, 4, 5 above must be signed & sealed  
stating that the details furnished are true/correct.

**DECLARATION**

I/We confirm having read and understood the work requirements, instructions,  
forms, terms and conditions and all relevant information regarding the Tender  
Notification No: PUR/08/FO/TRANSPORTATION/2015-16 and agree to abide by  
all without any deviation from what are stated above and contained therein in  
the Tender Notification.

Place:  
Date:

**Name and Signature of the Tenderer  
(with Office Seal)**

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**TENDER NO. PUR/08/FO/TRANSPORTATION/2015-16**

**SCHEDULE D**

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**TECHNICAL BID**

**QUESTIONNAIRE TO BE FILLED FOR MINIMUM ELIGIBILITY CRITERIA  
TRANSPORTATION OF FURNACE OIL**

1(a)	Do you have required number of own and attached trucks?	Yes/No
(b)	If yes, have you attached the details of the Trucks as required in Clause (3) of Schedule B?	Yes/No
2	Do you agree to provide Security Deposit for an amount equal to 5 % of total approximate value of the contract by DD or Bank guarantee from a National /Scheduled Bank within 15 days of Commencement of contract, if contract is awarded?	Yes/No
3(a)	Have you undertaken contracts of Public Sector Undertaking for minimum 5 years period?	Yes/No
(b)	If yes, Have you attached the copies of the contracts/work orders with Technical Bid?	Yes/No
4	Have you attached the Declaration (as in SCHEDULE -E) along with this Bid?	Yes/No
5	Have you enclosed DD for Rs. 2, 00,000/- towards EMD along with Technical Bid?	Yes/No
6	Do you hold PAN Card and have enclosed the copy?	Yes/No

All the information's provided herein are true and correct.

Place  
Date

NAME & SIGNATURE OF THE BIDDER

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**SCHEDULE – E**  
**Page 1 of 1**

**Date: 19.12.2015**

**DECLARATION**

**I/We** confirm having read and understood all the transportation requirements, terms and conditions of the above tender (both expressed and implied) in full and the offer being submitted is as per the requirements given in this Bid and that I/We agree to abide by all without any deviation.

SIGNATURE:  
NAME & ADDRESS OF TRANSPORTER

(Seal of the Transporter)

Place:  
Date:

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**SCHEDULE – F**  
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**TERMS AND CONDITIONS**

1. The price quoted by the tenderers will be valid for **one** year from January 2016 to December 2016 and extendable on mutual agreed terms.
2. The rates quoted shall be valid till the completion of the contract. No enhancement in rates shall be claimed or payable during the period of the contract except if there is any increase in diesel rate.  
The Formula to arrive at the revised rate whenever there is an increase/decrease in the rate of Diesel (by Rupees one or more)

Current Rate of Diesel = A

Increased/Decreased rate = B

Difference = B – A

% of Increase/Decrease rate =  $\frac{B - A}{A} \times 100 = X$

Rate increase/Decrease from current rate of 60% of X=Y%

Increase/Decrease in Rate=Existing Rate x (1+Y%)

The reference rate of Diesel for this tender will be the retail rate as on opening date of the tender(the retail rate of Diesel at Thiruvananthapuram)

**3. SECURITY DEPOSIT: -**

- (i) The successful tenderer shall deposit by either DD or Bank Guarantee from a Nationalized Bank a sum equivalent to 5% of the total approximate value of the contract, as Security Deposit after adjusting the value of EMD not later than 15 days from the date of issue of work Order. This Security Deposit will be returned without interest after the completion of contract period.
- (ii) This Security Deposit shall be forfeited if:-
  - a) The transporter withdraws from the contract on award of work or fails to execute the transportation work in time as required by the Company.

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**SCHEDULE – F**

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**TERMS AND CONDITIONS**

- b) In case of any loss or damage caused to the Company or on breach of any of the terms and conditions of the contract. Any loss or damage caused to the Company shall be recovered from the Security Deposit and the decision of the company shall be final.

**4. INDEMNITY CLAUSE:-**

If the transporter fails to meet the terms of the Transportation Work Order the transporter shall and will indemnify the Company (HLL) against all losses or damages what so ever to be incurred or sustained including legal cost or expenses incurred by the Company by reasons of non-provision /non-performance against the terms and conditions given in the transportation Work Order/Agreement.

**5. RECOVERY FOR SHORTAGE**

If any shortage /adulteration in quality is found in the material transported to the units on weighment /inspection, while delivering the same to HLL **the cost of the quantity found short/inferior quality shall be recovered from the Transporters Bills.**

**6. DISTRIBUTION OF TRANSPORTATION WORK TO MORE THAN ONE TENDERER:-**

The Company reserves the right to distribute the transportation work under this tender to one or more parties, in full or partially at its discretion to different transporters who agree to do the transportation work at the lowest rate accepted. However, the Company is not bound to accept the lowest rate.

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**SCHEDULE – I**

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**PRICE BID – TRANSPORTATION OF FURNACE OIL FROM M/s. MRPL-  
MANGALORE To HLL Lifecare Limited at Peroorkada & from M/s.BPCL  
KOCHI REFINERY To HLL Lifecare Limited at Akkulam, TRIVANDRUM-  
TENDER ACCEPTANCE FORM**

Full Name and address of the Tenderer :

Telephone No. :

STD Code Used :

E-mail Address :

Fax No. :

To  
SR. MANAGER (PURCHASE)  
HLL LIFECARE LIMITED,  
Peroorkada P.O.,  
Trivandrum – 695 005.

Dear Sirs,

We, hereby offer to **Collect, Transport and Delivery** of Furnace Oil detailed in Schedule hereto or such portion thereof as you may specify in the acceptance of tender at the price given in the said schedule. We shall be bound by a communication of acceptance dispatched within the prescribed time.

We have understood the conditions mentioned in the invitation to tender and conditions of contract furnished by you and have thoroughly examined the specification quoted in the Tender form hereto and are fully aware of the nature of the stores required and our offer is to supply stores strictly in accordance with the requirement and the terms and conditions mentioned above and in this tender.

Place:

Date:

Signature

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**SCHEDULE – II**  
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**PRICE BID**

**RATE SCHEDULE FOR THE COLLECTION, TRANSPORTATION &  
DELIVERY OF FURNACE OIL FROM M/s. MRPL, MANGALORE TO  
PEROORKADA FACTORY, TRIVANDRUM.**

**Quantity: 500MT**

PRICE PARTICULARS	RATE / MT in Rs.
TRANSPORTATION CHARGES / MT	
SERVICE TAX	
OTHERS	
TOTAL DELIVERED RATE AT HLL STORES, PEROORKADA, TRIVANDRUM	

MINIMUM TIME REQUIRED TO START THE }  
SUPPLY AFTER RECEIPT OF LETTER OF }  
INDENT/WORK ORDER }

VALIDITY : From January 2016 to December 2016

Place:  
Date:

Signature



एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम -६९५००५ THIRUVANANTHAPURAM-695 005

PHONE NO: 0471 2435325; FAX NO: 0471 2435013;  
EMAIL: [materialspft@lifecarehl.com](mailto:materialspft@lifecarehl.com)

**TENDER NO. PUR/08/FO/TRANSPORTATION/2015-16**

**SCHEDULE – III**  
**Page 1 of 1**

**PRICE BID**

**RATE SCHEDULE FOR THE COLLECTION, TRANSPORTATION &  
DELIVERY OF FURNACE OIL FROM M/s. BPCL, KOCHI TO  
AKKULAM FACTORY, TRIVANDRUM.**

**Quantity: 500MT**

PRICE PARTICULARS	RATE / MT in Rs.
TRANSPORTATION CHARGES / MT	
SERVICE TAX	
OTHERS	
TOTAL DELIVERED RATE AT HLL STORES, AKKULAM, TRIVANDRUM	

MINIMUM TIME REQUIRED TO START THE }  
SUPPLY AFTER RECEIPT OF LETTER OF }  
INDENT/WORK ORDER }

VALIDITY : From January 2016 to December 2016

Place:

Date :

Signature