

एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED

(भारत सरकार का (A GOVT.OF INDIA ENTERPRISE))

पेरकडा प.ओ. PEROORKADA. P.O,

तिरुवनंतपुरम-695 005 THIRUVANANTHAPURAM-695 005

PHONE NO: 0471 2437270 / 2539329

EMAIL: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com) / [materialsnt@gmail.com](mailto:materialsnt@gmail.com)

E-TENDER NO: HLL/PFT/Nursing Assistant/2024-2027 DATED:5/2/2024

TENDER FOR ENGAGEMENT OF NURSING ASSISTANT ON CONTRACT BASIS FOR  
3YEARS – 2024 - 2027

तकनीकी वाणिज्यिक बोली

TECHNO COMMERCIAL BID

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**TENDER FOR ENGAGEMENT OF NURSING ASSISTANT ON CONTRACT BASIS FOR 3YEARS – 2024 – 2027**

**e-TENDER NOTICE FOR ENGAGEMENT OF NURSING ASSISTANT ON CONTRACT BASIS FOR 3YEARS 2024 - 2027**

e -Tender under two-bid system are invited from parties for Engagement of Nursing Assistants on contract basis for Ambulance Room at HLL Lifecare Limited Peroorkada factory in Trivandrum for a period of three years from 1/04/2024 to 31/03/2027).

SI No	Particulars	Description
1	Name of Item/Work	Engagement of Nursing Assistant on contract basis for 3 years
2	Bid submission fee/Tender fee	Rs 560/- (Including GST)
3	EMD	Rs 200000/-
4	Period of contract	1/04/2024 to 31/03 /2027
5	Eligibility criteria for Bidders	As per Tender document
6	Last date and time for Online submission of bids	<b>26.02.2024 at 15.00 hrs</b>
7	Date and time of opening of e-tender	<b>27/02/2024 at 15.30 hrs</b>
8	HLL A/c Details for payment of Tender Fee (Payment mode: NEFT/RTGS)	Name of Bank: State Bank of India A/c number: 0030307535628 IFSC Code: SBIN0004350

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	Branch name: Commercial Branch,
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महाबंधक (वाणिज्य)

GENERAL MANAGER (COMMERCIAL & BO)

**MINIMUM ELIGIBILITY CRITERIA TO THE BIDDERS & KINDLY MENTION ALL THE DETAILS**

1	Whether you have GST TIN NUMBER	YES/ NO
2	Whether you have PAN Card Number	YES/ NO
3	Whether you have office in trivandrum	YES/ NO
4	Do you have minimum 3 years experience in the last 4 years with any Government Organisation / PSU's	YES/ NO
5	Do you have an annual turnover of 3 crores in the 3 preceding financial years	YES/ NO
6	Persons engaged by the Bidder/Contractor shall be of good character and behaviour, should not exceed 65 years of age and should have worked as NURSING ASSISTANT or in the equivalent position/designation in the armed force medical Service (Army / Navy /Air Force) for a period of minimum 3 years. They should have successfully completed appropriate training in Armed Forces and should be capable enough to discharge the duties and responsibilities as Nursing Assistants in shifts as per the directions from the Company representatives. Female Nursing staff should have worked as Nursing Assistant or in the equivalent position/designation in Govt/PSU Institution for a period of minimum 6 months. They shall submit documents for proving their age and qualification	
7	DECLARATION ACCEPTING TERMS AND CONDITIONS OF TENDER	YES/NO
8	Whether you have registration from the nursing council.If any mention	YES/NO

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9	Are you registered with EPF and ESI. If NO can you take them within one month once the contract is awarded?	YES/NO
10	Do you agree to follow the provisions of all relevant laws in respect of this contract	YES/NO
11	Do you agree to execute an agreement in a stamp paper worth Rs 200.00 with the company as per the draft available with the company	YES/NO

#### DECLARATION ACCEPTING TERMS AND CONDITIONS OF TENDER

To be submitted in the letter pad of the firm indicating full name and address, telephone & fax numbers etc.)

We confirm having read and understood all the 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

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### **GENERAL INSTRUCTIONS TO BIDDERS**

1. This tender is an e-Tender and is being published online in Government eProcurement portal, <https://etenders.gov.in/e procure/app>
2. Bid documents including the Bill of Quantities (BoQ) can be downloaded free of cost from the Central Public Procurement Portal of Government of India (e-portal). All Corrigendum/extension regarding this e-tender shall be uploaded on this website i.e. <https://etenders.gov.in/e procure/app>.
3. The tendering process is done online only at Government eProcurement portal (URL address: <https://etenders.gov.in/e procure/app>). Aspiring bidders may download and go through the tender document.
4. All bid documents are to be submitted online only and in the designated cover(s)/envelope(s) on the Government eProcurement website. Tenders/bids shall be accepted only through online mode on the Government eProcurement website and no manual submission of the same shall be entertained. Late tenders will not be accepted.
5. The complete bidding process is online. Bidders should be in possession of valid Digital Signature Certificate (DSC) of class II or above for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above. If the envelope is not digitally signed & encrypted the Purchaser shall not accept such open Bids for evaluation purpose and shall be treated as non-responsive and rejected.
6. Bidders are advised to go through "Bidder Manual Kit", "System Settings" & "FAQ" links available on the login page of the e-Tender portal for guidelines, procedures & system requirements. In case of any technical difficulty, Bidders may contact the help desk numbers & email ids mentioned at the e-tender portal.
7. Bidders are advised to visit CPPP website <https://etenders.gov.in> regularly to keep themselves updated, for any changes/modifications/any corrigendum in the Tender Enquiry Document.
8. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the Government eProcurement Portal.

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#### 8.1 Registration

- a) Bidders are required to register in the Government e-procurement portal, obtain 'Login ID' & 'Password' and go through the instructions available in the Home page after log in to the CPP Portal (URL: <https://etenders.gov.in/eprocure/app>), by clicking on the link "Online bidder Enrolment" on the CPP Portal which is free of charge.
- b) As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days' time. The bidders are required to have Class II or above digital certificate with both signing and encryption from the authorized digital signature Issuance Company. Please refer online portal i.e. - <https://etenders.gov.in/eprocure/app> for more details.
- e) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or above Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify /nCode / eMudhra etc.), with their profile.
- f) Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.
- g) The Bidder intending to participate in the bid is required to register in the e-tenders portal using his/her Login ID and attach his/her valid Digital Signature Certificate (DSC) to his/her unique Login ID. He/ She have to submit the relevant information as asked for about the firm. The bidders, who submit their bids for this tender after digitally signing using their Digital Signature Certificate (DSC), accept that they have clearly understood and agreed the terms and conditions including all the Forms/Annexure of this tender.
- h) Only those bidders having a valid and active registration, on the date of bid submission, shall submit bids online on the e-procurement portal.
- i) Only one valid DSC should be registered by a bidder. Please note that the bidders are

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responsible to ensure that they do not lend their DSC's to others which may lead to misuse.

- j) Ineligible bidder or bidders who do not possess valid & active registration, on the date of bid submission, are strictly advised to refrain themselves from participating in this tender.

### 8.2 Searching for Tender Documents

- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Form of Contract, Location, Date, Value etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization.

Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS/ e-mail in case there is any corrigendum issued to the tender document

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- c) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

### 8.3 Preparation of Bids

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b) Please go through the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR /DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d) To avoid the time and effort required in uploading the same set of standard documents

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which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

- e) Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.
9. More information useful for submitting online bids on the CPP Portal may be obtained at <https://etenders.gov.in/e procure/app>
10. Tenderers are required to upload the digitally signed file of scanned documents. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. Uploading application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.
11. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The 24x7 Help Desk details are as below: -  
For any technical related queries please call at 24 x 7 Help Desk Number:

0120-4001 062, 0120-4001 002, 0120-4001 005, 0120-6277 787

Email Support: For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority



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Technical - [support-eproc@nic.in](mailto:support-eproc@nic.in), Policy Related - [cppp-doe@nic.in](mailto:cppp-doe@nic.in)

12. Bidders are requested to kindly mention the URL of the portal and Tender ID in the subject while emailing any issue along with the contact details.

13. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. Address for communication and place of opening of bids:

**GENERAL MANAGER (COMMERCIAL & B.O.),**

HLL Lifecare Limited,

Peroorkada Factory

Thiruvananthapuram – 695005, Kerala, India

Phn: 0471- 2437270, 2539329, 2435013

E-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com)

14. The bids shall be opened online at the **Office of the General Manager (Commercial & B.O.)** in the presence of the Bidders/their authorized representatives who wish to attend at the above address. If the tender opening date happens to be on a holiday or non-working day due to any other valid reason, the tender opening process will be done on the next working day at same time and place.

15. More details can be had from the Office of the General Manager (Purchase) during working hours. The Tender Inviting Authority shall not be responsible for any failure, malfunction or breakdown of the electronic system while downloading or uploading the documents by the Bidder during the e-procurement process.

16. A firm/bidder shall submit only one bid in the same bidding process. A Bidder (either as a firm or as an individual or as a partner of a firm) who submits or participates in more than one bid will cause all the proposals in which the Bidder has participated to be disqualified.

17. Joint ventures or Consortiums of two or more registered bidders are not permitted.

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18. Online Tender Process:

The tender process shall consist of the following stages:

- i. Downloading of tender document: Tender document will be available for free download on Government e-procurement portal (URL: <https://etenders.gov.in/e procure/app>). However, tender document fees shall be payable at the time of bid submission as stipulated in this tender document.
- ii. Pre-bid meeting: Not Applicable for this tender.

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- iii. Publishing of Corrigendum: All corrigenda shall be published on Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>) and HLL website (URL address: <http://www.lifecarehll.com/tender>) and shall not be available elsewhere.
- iv. Bid submission: Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on Government e-procurement portal. No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.
- v. Opening of Technical Bid and Bidder short-listing: The technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.
- vi. Opening of Financial Bids: Bids of the qualified bidders shall only be considered for opening and evaluation of the financial bid on the date and time mentioned in critical date's section.

19. Tender Document Fees and Bid Security (EMD):

Tender fee (Non-refundable) as per the tender conditions shall be paid separately, through RTGS/NEFT transfer in the following HLL A/c details:

Name of Bank: State Bank of India

A/c number: 0030307535628

IFSC Code: SBIN0004350

Branch name: Commercial Branch, Thycaud, Thiruvananthapuram

Document of the above transactions completed successfully by the bidder, shall be uploaded at the locations separately while submitting the bids online.

Note: Any transaction charges levied while using any of the above modes of payment has to be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment is effective on the date and time of bid opening.

20. HLL Lifecare Limited does not bind themselves to accept the lowest or any bid or to

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give any reasons for their decisions which shall be final and binding on the bidders.

21. The HLL Lifecare Limited reserves to themselves the right of accepting the whole or any part of the tender and bidder shall be bound to perform the same at his quoted rates.

22. In case, it is found during the evaluation or at any time before signing of the contract or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the bidder or the applicant has made material misrepresentation or has given any materially incorrect or false information, appropriate legal/penal etc., action shall be

taken by HLL Lifecare Limited. Including but not limited to forfeiture of EMD, Security Deposit , black listing etc., as deemed fit by HLL Lifecare Limited

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23. Conditional bids and bids not uploaded with appropriate/desired documents may be rejected out rightly and decision of HLL Lifecare Limited in this regard shall be final and binding.
24. The agency shall be solely responsible for complying with the provisions of Provident Fund and ESI Acts etc., (in force and as amended from time to time) relating to manpower engaged to this contract. In the event of any liability on HLL Lifecare Limited due to failure of contract to comply the said Acts, the agency shall indemnify and reimburse the amount payable to HLL Lifecare Limited on this Account. However, it must be clearly understood that the agency/bidder will comply to all statutory obligation in force and amended from time to time and HLL Lifecare Limited will not be held responsible in any manner whatsoever for any non-compliance of statutory obligations.
25. The technical bids should be uploaded as per the requirements of NIT and should not contain price information otherwise the bid will be rejected.
26. HLL Lifecare Limited Ltd reserves the right to verify the claims made by the bidders and to carry out the capability assessment of the bidders and the HLL Lifecare Limited's decision shall be final in this regard.
27. Submission Process:

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and Financial bid online on Government e-procurement portal (URL: <https://etenders.gov.in/e procure/app>) along with tender document fees and EMD.

**Note:- It is necessary to click on "Freeze bid" link/icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/ opening during bid opening process.**

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PART I

एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED

(भारत सरकार का (A GOVT.OF INDIA ENTERPRISE))

पेरकडा पि.ओ. PEROORKADA. P.O,

तिरुवनंतपुरम-695 005 THIRUVANANTHAPURAM-695 005

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Instructions to bidder are broad guidelines to be followed while formulating the bid and its submission to the Purchaser. It also describes the methodology for opening and evaluation of bids and consequent award of contract.

## 1. DEFINITIONS

In this Contract, the following words and expressions shall have the meanings as stated below:

- a. **'Invitation for Bid'** shall mean and include the present document, and such other complements and agenda, which may subsequently be issued in this connection.
- b. **'Bidder/Tenderer'** shall mean the person, firm or Corporation submitting a bid against this invitation for bid and shall also include his agents and representatives.
- c. **'Purchaser/Owner'** shall mean HLL Lifecare Limited (HLL) (Thiruvananthapuram) or its units thereof.
- d. **'Engineer-In-Charge'**, shall mean the Engineer appointed by the purchaser/owner to supervise all activities of the project.
- e. **'Supplier/Contractor'**, shall mean the successful bidder whose tender has been accepted by the purchaser/owner and to whom the order is placed by the purchaser/owner and shall include his heirs, legal representatives, successors etc.
- f. **'Acceptance Letter'**, shall mean written consent by a letter of purchaser/owner to the bidder intimating him that his tender has been accepted.
- g. **'Contract'**, shall mean the articles of Contract Agreement, the conditions of contract, schedule of quantities, specifications, drawings attached and duly signed by the purchaser/owner and the Contractor
- h. **'Date of Contract'**, shall mean the date on which the successful bidder has accepted the notification of award.
- i. **'Contract Period'**, shall mean the period specified in the tender documents during which the contract shall be executed.
- j. **'Completion Certificate'**, shall mean the certificate issued by the purchaser/owner to the Contractor after successful completion of the work/project.
- k. **'Contract'**, Shall mean this written agreement signed between HLL Lifecare Limited and the



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Contractor including subsequent amendments to the CONTRACT in writing thereto.

- l. **'Contractor representative'**, Shall mean such person/or persons duly appointed representative as the Contractor may designate in writing to HLL Lifecare Limited as having authority to act for the Contractor and be bound in matters affecting the work and to provide the requisite services
- m. **'Inspectors'**, Shall mean any person or outside agency nominated by HLL Lifecare Limited to inspect equipment materials and services, if any, in the Contract stage-wise as well as final as per the terms of the Contract.
- n. **SUB-CONTRACT**, shall mean Order /contract placed by the Contractor for any portion of the Contract or work sub-letted with necessary written consent of HLL. Such sub-letting shall not relieve the Contractor from any obligation, duty or responsibility under the Contract.
- o. **TESTS** shall mean such processes to be carried out by the Contractor as are prescribed in the Contract considered necessary by HLL or their representative in Contract to ascertain quality , workmanship, performance and efficiency of equipment or services thereof.
- p. **THIRD PARTY** ,shall mean any group, person or persons who may be engaged in activity associated with the scope of Work specified but who shall remain at an arm's length from such work and who shall not have a direct responsibility or authority under the terms of this Contract
- q. **SCOPE OF WORK** shall mean all work to be performed by the Contractor as specified in the Scope of Work under this contract.

## 2. SCOPE OF THE BID

HLL Lifecare Limited (HLL), a Government of India Enterprise, invites online bids from the eligible, competent and experienced manufacturers/authorized agents who are capable of supplying the material/services as per our tender conditions and specification in Schedule A.

## 3. ELIGIBLE BIDDERS

3.1 A Bidder should have eligibility criteria as per 8.2-b of this section to submit bids against this tender.

3.2 A firm/bidder shall submit only one bid in the same bidding process. A Bidder (either as a firm or as an individual or as a partner of a firm) who submits or participates in more than

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one bid will cause all the proposals in which the Bidder has participated to be disqualified.

3.3 Joint ventures or Consortiums of two or more registered contactors are not permitted.

#### 4. COST OF BIDDING

4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and "the Purchaser", will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

4.2 Tender documents may be downloaded free of cost from the Government e-procurement portal (URL: <https://etenders.gov.in/e procure/app>). However, tender document fees, as mentioned in the NIT, is required to be submitted along with the online bid.

#### 5. Getting information from web portal

5.1. All prospective bidders are expected to see all information regarding submission of bid for the tender published in the e tender website during the period from the date of publication of NIT and up to the last date and time for submission of bid. Non observance of information published in the website shall not be entertained as a reason for any claim or dispute regarding a tender at any stage.

5.2. All bids shall be submitted online on the Government e-procurement portal only in the relevant envelope(s)/ cover(s), as per the type of tender. No manual submission of bids shall be entertained for the tenders published through Government e-procurement portal under any circumstances.

5.3. The Government e-procurement portal shall not allow submission of bids online after the stipulated date & time. The bidder is advised to submit the bids well before the stipulated date & time to avoid any kind of network issues, traffic congestion, etc. In this regard, the department shall not be responsible for any kind of such issues faced by bidder.

#### 6. Bidding Documents

6.1.1 The Bidder is required to login to the e-procurement portal and download the listed documents from the website. He shall save it in his system and undertake the necessary preparatory work off-line and upload the completed bid at his convenience before the closing date and time of submission.

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6.1.2 The bidder is expected to examine carefully all instructions, terms and conditions of Contract, Forms, Technical Specifications and Bill of Quantities in the Bid Document. Failure to comply with the requirements of Bid Document shall be at the Bidder's own risk.

6.2 Clarification of Bidding Documents

6.2.1. A prospective bidder requiring any clarification of the bidding documents shall contact the office of the Tender Inviting Authority on any working day between 10 AM and 5 PM.

6.2.2. In case the clarification sought necessitates modification of the bid documents, being unavoidable, the Tender Inviting Authority may effect the required modification and publish them in the website through corrigendum.

6.3 Amendment to bidding documents

6.3.1. Before the deadline for submission of bids, the Tender Inviting Authority may modify the bidding document by issuing amendment.

6.3.2. Any amendment thus issued shall be a part of the bidding documents which will be published in the e-tender website. The Tender Inviting Authority will not be responsible for the prospective bidders not viewing the website in time.

6.3.3. If the amendment thus published does involve major changes in the scope of supply, the Tender Inviting Authority may at his own discretion, extend the deadline for submission of bids for a suitable period to enable prospective bidders to take reasonable time for bid preparation taking into account the amendment published.

## 7 Preparation of Bids

7.1 Language of the Bid

7.1.1. All documents relating to the bid shall be in the English language.

7.2. Documents Comprising the Bid

7.2.1. The online bid submitted by the bidder shall comprise the following:

- i. Details required for e-payment (Details of bank account having core banking facility and e-mail address of the bidder) in the prescribed format.
- ii. Payment of tender fee/Udyog Aadhaar/Udyam as detailed in the e-tender web site.

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- iii. Copy of Documents in proof of eligibility criteria.
- iv. Copy of Documents in proof of Financial turnover.
- v. Other documents specified in Part III.
- vi. Priced Bill of Quantities.

7.2.2. Bidders shall not make any addition, deletion or correction in any of the bid documents. If tampering of documents is noticed during tender evaluation, the bid will be rejected and the bidder will be blacklisted.

### 7.3. Bid Prices

7.3.1. The Bidder shall bid as described in the Bill of Quantities (**BoQ1-** FOR THIRUVANANTHAPURAM UNIT (Peroorkada,))

7.3.2. For item rate tenders, the bidder shall fill in rates in figures and should not leave any cell blank. The line item total, in words and the total amount shall be calculated by the system and shall be visible to the Bidder.

7.3.4. GST applicable shall be extra as applicable.

7.3.6. The rates and prices quoted by the bidder shall remain firm during the entire period of contract.

### 7.4. Currencies of Bid and Payment

The currency of bid and payment shall be quoted by the bidder entirely in Indian Rupees.

7.4.1. All payments shall be made in Indian Rupees only.

### 7.5. Bid Validity

7.5.1. Bids shall remain valid for the period from 1/04/2024 to 31/03/2027. A bid valid for a shorter period shall be rejected by HLL as non-responsive.

7.5.2. In exceptional circumstances, prior to expiry of the original bid validity period, the Tendering Authority may request the bidders to extend the period of validity for a specified additional period. The request and the responses thereto shall be made in writing or by e mail. A bidder may refuse the request without forfeiting its bid security. A bidder agreeing to the request will not be required or permitted to modify its bid, but will be required to extend the validity of its bid security for the period of the extension.

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7.6. EMD

7.6.1. The Bidder shall furnish, as part of his Bid, a Bid Security for an amount as detailed in the Notice Inviting Tender (NIT). For e-tenders, Bidders shall remit the Bid Security using the payment options given in e-tender under Government e-Procurement system only.

7.6.2 MSE units interested in availing exemption from payment of Tender Fee should submit a valid copy of their Udyog Aadhaar / Udhyam registration certificate. But the Party has to provide Security deposit if Tender is awarded to them. Security deposit will be 3 % of the order value.

7.6.3 25% of annual procurement value will be sourced from Micro and Small Enterprises (MSE), out of which 4% is earmarked for procurement from MSE's owned by SC or ST entrepreneurs and 3% is earmarked for procurement from MSE's owned by Women entrepreneurs. In the event of failure of SC or ST or Women entrepreneurs to participate in tender or meet tender requirements/conditions regarding price the same will be sourced from other MSE enterprises. All rules and regulations as per guidelines of Government of India shall be applicable for MSME.

7.6.4 Startup units interested in availing exemption from payment of tender fee Promotion on or before due date as per tender notice. But the party has to provide security deposit if Tender is awarded to them. Security deposit will be 3 % of the order value .All rules and regulations as per guidelines of Government of India shall be applicable for Startup Units.

7.6.5. The Bid Security may be forfeited:

- 1) If the Bidder withdraws the Bid after Bid opening during the period of Bid validity including extended period of validity; or
- 2) If any modification is effected to the tender documents or
- 3) In the case of a successful Bidder, if the Bidder fails within the specified time limit to:
  - a) Accept the LOI/purchase order; or
  - b) Furnish the required Security Deposit.

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7.6.6. In such cases, material/service will be procured from alternate sources at the risk and cost of the selected bidder. In such cases, the additional cost incurred will be recovered from them.

7.6.7. The Bid Security deposited will not carry any interest.

7.7. Tender fee

7.7.1. For e-tenders, the mode of remittance of Tender Fee shall be the same as detailed for remitting Bid Security. For e-tenders, Bidders shall remit the Tender fee using the payment options as mentioned in the e-tender in Government eProcurement portal only.

7.7.2. Any bid not accompanied by the Tender Fee as notified, shall be rejected as nonresponsive.

7.7.3. Tender Fee remitted will not be refunded.

7.8 Alterations and additions

7.8.1. The bid shall contain no alterations or additions, except those to comply with instructions, or as necessary to correct errors made by the bidder, in which case such corrections shall be initiated by the person or persons signing the bid.

7.8.2. The bidder shall not attach any conditions of his own to the Bid. Any bidder who fails to comply with this clause will be disqualified.

## 8. Submission of Bids

The Bidder shall submit their bid online only through the Government eProcurement portal (URL: <https://etenders.gov.in/e procure/app>) as per the procedure laid down for e-submission as detailed in the web site. For e tenders, the bidders shall download the tender documents including the Bill of Quantity (BoQ) file from the portal. The Bidder shall fill up the documents and submit the same online using their Digital Signature Certificate. On successful submission of bids, a system generated receipt can be downloaded by the bidder for future reference. Copies of all certificates and documents shall be uploaded while submitting the tender online.

8.1 The tender is invited in **3 Envelope system** from the registered and eligible firms at CPP Portal.

8.2 Pre-qualification Criteria for bidders: Following 3 envelopes shall be submitted online at

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CPP-portal by the bidder.

**a) Envelope - I (Tender Fee & EMD):**

Tender fee (Non-refundable) and EMD as per the tender conditions shall be paid separately, thru RTGS/NEFT transfer in the following HLL A/c details:

Name of Bank: State Bank of India

A/c number: 0030307535628

IFSC Code: SBIN0004350

Branch name: Commercial Branch,Thycaud, Thiruvananthapuram

Document of the above transactions completed successfully by the bidder, shall be uploaded separately while submitting the bids online.

Note:-

MSE units interested in availing exemption from payment of Tender Fee should submit a valid copy of their Udyog Aadhaar registration certificate. If the bidder is a MSE, it shall declare in the bid document the Udyog Aadhaar Memorandum Number issued to it under the MSME Act, 2006. If a MSE bidder do not furnish the UAM Number along with bid documents, such MSE unit will not be eligible for the benefits available under Public Procurement Policy for MSMEs Order 2012. But the Party has to provide Performance Security/Security Deposit if Tender is awarded to them.

**b) Envelope -II (Technical bid):**

Technical Bid should contain signed and scanned soft copy of documents duly filled and signed as specified in Part III.

**Qualification Criteria for contractors / firms**

The bidder should be fulfilling the following preconditions and must also upload/ submit documentary evidence in support of fulfillment of these conditions while submitting the bid.

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SI No	For Eligibility Criteria
1	Questionnaire for Minimum eligibility criteria with all supporting documents related to the questionnaire.
2	Annual financial turnover of the bidder during the previous 2 years, ending 31st March of the financial year 2023 (31.03.2023).
3	a) The duly signed acceptance form as per Schedule I of Part-III to be attached.



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b) Bid Security Declaration as per given format

4	Duly filled and signed copy of requisition for e-payment form along with clear and visible scan copy of cancelled cheque as per Schedule I of Part-III.
5	General information of the vendor as per Schedule F of Part III & Vendor Development form as per Schedule G (only for new vendors).
6	1) All documentary proof/Declaration proving clauses mentioned in Schedule A (Minimum eligibility criteria) 2) Signed and sealed Copy of Schedule B 3) Scanned Copy of GST and PAN. 4) GST % as applicable may be provided separately in your letter head

### **MINIMUM ELIGIBILITY CRITERIA**

Persons engaged by the Bidder/Contractor shall be of good character and behaviour, should not exceed 65 years of age and should have worked as NURSING ASSISTANT or in the equivalent position/designation in the armed force medical Service (Army / Navy /Air Force) for a period of minimum 3 years. They should have successfully completed appropriate training in Armed Forces and should be capable enough to discharge the duties and responsibilities as Nursing Assistants in shifts as per the directions from the Company representatives. Female Nursing staff should have worked as Nursing Assistant or in the equivalent position/designation in Govt/PSU Institution for a period of minimum 6 months. They shall submit documents for proving their age and qualification

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c) Envelope – III (Financial Bid): The Financial e- Bid through CPP portal.

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the file, open it and complete the colored (Unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, **without changing the file name**. If the file is found to be modified by the bidder, the bid will be rejected.

Note:-

1. HLL Lifecare Limited reserves the right to verify the credential submitted by the agency at any stage (before or after the award of order). If at any stage, any information / documents submitted by the applicant is found to be incorrect / false or have some discrepancy which disqualifies the firm then HLL shall take the following action:

a) The agency shall be liable for debarment from tendering in HLL Lifecare Limited, apart from any other appropriate contractual /legal action.

3. The Tender Inviting Authority shall not be responsible for any failure, malfunction or breakdown of the electronic system while downloading or uploading the documents by the Bidder during the e-procurement process.

## 9. Deadline for Submission of the Bids

9.1 Bid shall be received only online on or before the date and time as notified in NIT.

The Tender Inviting Authority, in exceptional circumstances and at its own discretion, may extend the last date for submission of bids, in which case all rights and obligations previously subject to the original date will then be subject to the new date of submission. The Bidder will not be able to submit his bid after expiry of the date and time of submission of bid (server time).

9.2 Modification, Resubmission and Withdrawal of Bids

9.2.1 Resubmission or modification of bid by the bidders for any number of times before the last date and time of submission is allowed. Resubmission of bid shall require uploading of all documents including price bid afresh.

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9.2.2 If the bidder fails to submit his modified bids within the pre-defined time of receipt, the system shall consider only the last bid submitted.

9.2.3 The Bidder can withdraw his/her bid before the date and time of receipt of the bid. The system shall not allow any withdrawal after the date and time of submission.

## 10. Bid Opening and Evaluation

### 10.1. Bid Opening

Bids shall be opened on the specified date & time, by the tender inviting authority or his authorized representative in the presence of bidders or their designated representatives who choose to attend.

#### 10.1 Bid Opening Process

10.1.1. Opening of bids shall be carried out in the same order as it is occurring in invitation of bids or as in order of receipt of bids in the portal. The bidders & guest users can view the summary of opening of bids from any system. Bidders are not required to be present during the bid opening at the opening location if they so desire.

a) Envelope -I: Envelope-I Opening date shall be mentioned in NIT Document. (Envelope – I shall contain scanned copy of Tender Fees)

b) Envelope -II: Envelope-II opening date shall be as mentioned in NIT Document. The intimation regarding acceptance / rejection of their bids will be intimated to the bidders through e-tendering portal. (Envelope-II shall contain scanned copy of Pre-qualification document.)

If any clarification is needed from bidder about the deficiency in his uploaded documents in Envelope-I and Envelope-II, he will be asked to provide it through CPP portal. The bidder shall upload the requisite clarification/documents within time specified by HLL Lifecare Limited, failing which tender will be liable for rejection.

c) Envelope -III: The financial bids found to be meeting the qualifying requirements shall be opened as per NIT Document. (Depending on evaluation of Envelope I & II, the date shall be intimated through CPP Portal)

10.1.2. In the event of the specified date of bid opening being declared a holiday for HLL, the bids will be opened at the same time on the next working day.

### 10.2. Confidentiality

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10.2.1. Information relating to the examination, clarification, evaluation, and comparison of Bids and recommendations for the award of orders shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award has been announced in favour of the successful bidder.

10.2.2. Any effort by a Bidder to influence the Purchaser during processing of bids, evaluation, bid comparison or award decisions shall be treated as Corrupt & Fraudulent Practices and may result in the rejection of the Bidders' bid.

10.3. Clarification of Bids

10.3.1. To assist in the examination, evaluation, and comparison of bids, the Tender Inviting Authority may ask the bidder for required clarification on the information submitted with the bid. The request for clarification and the response shall be in writing or by e-mail, but no change in the price or substance of the Bid shall be sought, offered, or permitted.

10.3.2. No Bidder shall contact the Tender Inviting Authority on any matter relating to the submitted bid from the time of the bid opening to the time the order is awarded. If the Bidder wishes to bring additional information to the notice of the Tender Inviting Authority, he shall do so in writing.

10.4. Examination of Bids, and Determination of Responsiveness

10.4.1. During the bid opening, the Tender Inviting Authority will determine for each Bid whether it meets the required eligibility as specified in the NIT; is accompanied by the required Tender fee and the required documents and certificates.

10.4.2. A substantially responsive bid is one which conforms to all the terms, conditions, and requirements of the bidding documents, without material deviation or reservation.

10.4.3. If a Bid is not substantially responsive, it may be rejected by the Tender Inviting Authority, and may not subsequently be made responsive by correction or withdrawal of the nonconforming material deviation or reservation.

10.4.4. Non submission of legible or required documents or evidences may render the bid non-responsive.

10.4.5. Bidder can witness the principal activities and view the documents/summary reports for that particular tender by logging on to the portal with his DSC from anywhere.

10.4.6. Single tender shall not be opened in the first tender call.

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(भारत सरकार का (A GOVT.OF INDIA ENTERPRISE)

पेरकडा पि.ओ. PEROORKADA. P.O,

तिरुवनंतपुरम-695 005 THIRUVANANTHAPURAM-695 005

PHONE NO: 0471 2437270 / 2539329

EMAIL: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com) / [materialsnt@gmail.com](mailto:materialsnt@gmail.com)

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#### 10.5. Negotiation on Bids

10.5.1. The Tender Inviting Authority reserves the right to negotiate with the lowest evaluated responsive bidder.

#### 11. Award of Order

11.1. HLL will award the order to the Bidder whose bid has been determined to be substantially responsive and who has offered the lowest evaluated bid price.

11.2. In the eventuality of failure on the part of the lowest successful bidder to produce the original documents, or submit the security deposit, or acceptance of order within the specified time limit, the Bidder shall be debarred in future from participating in Bids for three years and will be recommended for blacklisting by the competent authority. In such cases, the material will be procured from other responsive bidders at the risk and cost of nonresponsive L1 bidder.

11.3 The rates for the various locations quoted by the Bidder shall be rounded to two decimal places. The decimal places in excess of two will be discarded during evaluation.

11.4 The Tender Inviting Authority reserves the right to accept or reject any Bid and to cancel the Bidding process and reject all Bids at any time prior to the finalization of tender, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Tender Inviting Authority's action.

#### 11.5 Notification of Award and Order Acceptance

11.5.1 The Bidder, whose Bid has been accepted, shall be notified of order by HLL prior to expiration of the Bid validity period by e-mail.

#### 12. Corrupt or Fraudulent Practices

12.1 The purchaser requires that the bidders and suppliers observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following are defined:

- |     |      |     |                  |
|-----|------|-----|------------------|
| (a) | Sl.  |     |                  |
| (b) | Term | (c) | Corrupt practice |
| No. |      |     |                  |

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- |     |                     |  |
|-----|---------------------|--|
| (b) | Fraudulent practice | Meaning<br>The offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution.  |
| (c) | Collusive practice  | A misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract.   |
| (d) | Coercive practice   | Means a scheme or arrangement between two or more bidders, with or without the knowledge of the purchaser, designed to establish bid prices at artificial, non-competitive levels.<br>Means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract. |

12.2 The Purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the order in question.

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E-TENDER NO: HLL/PFT/Nursing Assistant/2024-2027 DATED:5/2/2024

**SCHEDULE - A**

**MINIMUM ELIGIBILITY CRITERIA**

Persons engaged by the Bidder/Contractor shall be of good character and behaviour, should not exceed 65 years of age and should have worked as NURSING ASSISTANT or in the equivalent position/designation in the armed force medical Service (Army / Navy /Air Force) for a period of minimum 3 years. They should have successfully completed appropriate training in Armed Forces and should be capable enough to discharge the duties and responsibilities as Nursing Assistants in shifts as per the directions from the Company representatives. Female Nursing staff should have worked as Nursing Assistant or in the equivalent position/designation in Govt/PSU Institution for a period of minimum 6 months. They shall submit documents for proving their age and qualification

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

Date : **(Office Seal)**

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PART II



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E-TENDER NO: HLL/PFT/Nursing Assistant/2024-2027 DATED:5/2/2024

**SCHEDULE – C**

**e-TENDER NOTICE FOR ENGAGEMENT OF NURSING ASSISTANT ON CONTRACT BASIS AT AMBULANCE ROOM OF PFT.**

**TERMS & CONDITIONS**

The Bid is intended to finalize the contract for Engagement of Nursing Assistants on contract basis for 3 years at our Ambulance room at Hll life care ltd, Peroorkada factory.

1. This is a two Bid system comprising of:
  - a) Technical Bid
  - b) Price Bid
2. The last date of receipt of Bid is & Date of opening of Technical Bid is as per tender notice or CPP Portal.
3. 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.
4. Bidders are requested to submit their online bid well in advance to avoid last minute rush.
5. The Bidder is expected to examine all specifications (destinations & delivery period (number of days)), 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.
6. 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.
7. The technical bid will be valid for a period of 3 years and price bid will be valid for 3years.
8. HLL reserves the right to split up and give the quantity to more than one supplier and also reserves to accept or reject the offer without assigning any reasons. NO COMMUNICATION SHALL BE ENTERTAINED IN THIS REGARD.
9. Jurisdiction of any dispute, suits and proceedings out of this tender shall be in the courts of Trivandrum, Kerala.
10. The Tender should be complete in all respect. Incomplete tenders are liable to be

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rejected without intimation to the tenderer.

11. The Company reserves the right to terminate the contract at any time duly giving notice without giving any reasons what so ever and the decisions of the Company will be binding on both parties.
12. The right to accept or reject any or all of the tender is reserved with the Company.
13. Non-performance or non-adherence to any of the terms and conditions stipulated in the work order and violation of the spirit of the agreement to be executed will tantamount to breach of contract and in such a situation, the Company reserves the right to terminate the contract with or without notice and/or without assigning any reason .

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14 GST Registration Number of the Tenderer may also be mentioned in separate Statement and the same has to be attached.

15.The period of the contract shall be THREE YEARS from the date of issue of work order, which if required can be extended based on mutual agreement. The said order is liable to be suspended or cancelled at any time at the discretion of the Company with or without assigning any reason.

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PART III

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E-TENDER NO: HLL/PFT/Nursing Assistant/2024-2027 DATED:5/2/2024

SCHEDULE – F

**TECHNICAL BID- QUESTIONNAIRE**

- I. Name and address of the Tenderer :
- Phone: Landline :
- Mobile :
- Email :
- Fax :
- II. Year of Establishment :
- III. Status of Firm :
- (Proprietary /Partnership Firm/  
Pvt. Ltd Company/ Public Ltd  
Company)
- IV. Name of Directors/Partners/ :
- Proprietor
- Specify whether MSME unit
- If Yes, please specify if your unit is owned by
- SC/ST entrepreneur :
- V. Whether registered with Registrar of :
- Companies/Register of firms–
- (If yes enclose copy of Registration  
Certificate)
- VI. Years of experience in the area :
- Of work (No of years) (Enclose proof)

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E-TENDER NO: HLL/PFT/Nursing Assistant/2024-2027 DATED:5/2/2024

**SCHEDULE – F**

**VIII.** GST registration No. (Copy to be submitted) :

:

**IX.** Income tax PAN No. :

(Copy to be submitted)

**X.** Annual turnover for the year 2021-22 & 2022 -  
23 (Documentary Proof to be submitted)

**XI.** List of major clients (Enclose copy of work order)

Govt/Pvt Sector

**XII.** Any other relevant information

**NAME AND SIGNATURE OF THE  
VENDOR**

Place :

Date :

(Office Seal)

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**SCHEDULE – G**

**QUESTIONNAIRE TO BE FILLED BY THE BIDDER**

1	a) Name and Address of the Bidder	
	b) Telephone No.	
2	Name of the Contact person with Mobile No.	
3	Registration from Nursing council	
4	Experience in engaging contract Workers in Govt./PSU Institutions. Specify the name of Institutions where workers were engaged and Period (attach copies of proof)	
5	Are you registered with EPF,ESI & GST	Yes/No
	If 'Yes' the code Nos.	
	a) EPF	
	b) ESI	
	c) GST	
	If 'No', Can you take them within One month once the contract is awarded	Yes/No (Declaration by the Bidder to get the above Mentioned Registrations to be attached)
6	Do you agree to follow the provisions of all relevant laws in Respect of this contract	Yes/No

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E-TENDER NO: HLL/PFT/Nursing Assistant/2024-2027 DATED: 31 /1/2024

7	Do you agree to execute an Agreement in a stamp paper worth Rs.200/- with the Company as per the draft available in the Company	



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E-TENDER NO: HLL/PFT/Nursing Assistant/2024-2027 DATED: 31 /1/2024

### PART III FORMS AND DECLARATIONS

1. The Nursing Assistants provided by the Bidder/Contractor shall at all times and for all purposes be the staff of the Bidder/Contractor and there shall not be any employee-employer relationship between the Company and the Nursing Assistants provided by the Bidder/Contractor
  2. Necessary insurance coverage will be taken by the Bidder/Contractor in respect of any injury or death of any person provided by the Bidder/Contractor in the course of and out of their work/engagement and the Bidder/Contractor shall be responsible for all such compensation.
  3. The Bidder/Contractor shall be responsible for discharging statutory obligations/licenses (including wages, contribution or any payment under any labour enactment such as Factories Act, Minimum Wages Act, Workmen Compensation Act, Personal injuries Act, Insurance Coverage Act, PF Act, ESI Act, Contract Labour (R&A) Act) or any settlement for any statutory obligations/license now in force or arising in future.
  4. The proof of GST remittance should be produced as and when remitted.
  5. The Bidder/contractor should study well the work requirement and statutory and other obligations before submitting the offer to undertake the work.
  6. On awarding the work, the contractor, shall execute an agreement with the Company in a stamp paper worth Rs 200/- within 15 days of issue of the Work order.
  7. The last date of receipt of offers in sealed covers is at 3.00 PM on 22.02.2024 . The offers received shall be opened at 3.30PM on 23.02.2024
  8. All statutory levies, if applicable, will be deducted from contractor's bill as per rules:
  9. 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. Work should be carried out without causing any inconvenience to the factory Work and shall ensure that no damages occurred to the existing plant and Machinery. The work should be carried out in consultation with the authorized officer assigned.
  10. Income tax @2% will be deducted on the total contract amount plus applicable surcharge
  11. Penalty clause: This will be applicable as per company rules
  12. For placing orders, the bidders shall furnish Security Deposit @5% of total value of order in the form of DD favouring HLL Lifecare Ltd.
- The Tender is liable to be suspended or cancelled at any time at the discretion of the Unit Chief of the Peroorkada Factory, Thiruvananthapuram with or without assigning any reason.

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E-TENDER NO: HLL/PFT/Nursing Assistant/2024-2027 DATED: 31 /1/2024

SCHEDULE – I

**e-TENDER NOTICE FOR ENGAGEMENT OF NURSING ASSISTANT ON CONTRACT BASIS AT OUR AMBULANCE ROOM IN PEROORKADA FACTORY.**

*(To be submitted in the letter pad of the firm indicating full name and address, telephone & fax numbers etc.)*

**DECLARATION**

We confirm having read and understood all the specifications (Schedule –B), instructions, forms, terms and conditions (Schedule –C), specific conditions (Schedule D) and all other requirements of the above **TENDER NO: HLL/PFT/Nursing Assistant/2024-2027** dtd 02.02.2024

(both expressed and implied) in full and that we agree to abide by all without any deviation.

SEAL OF THE APPLICANT/ BIDDER

SIGNATURE

NAME AND ADDRESS OF APPLICANT/BIDDER

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E-TENDER NO: HLL/PFT/Nursing Assistant/2024-2027 DATED: 31 /1/2024

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### BID SECURITY DECLARATION

(To be submitted in the letter head of the firm indicating full name and address, telephone & fax numbers etc.)

From,

To,

**The General Manager (Commercial &B.O.)**

**HLL Lifecare Limited**

**(A Government of India Enterprise),**

**PEROORKADA FACTORY, Thiruvananthapuram – 695 005,**

Dear Sir,

I / We, hereby declare that if we withdraw or modify the bids during the period of Validity, we agree to be suspended for the time specified in the Tender Documents.

Yours  
faithfully,

**SIGNATURE OF THE BIDDER WITH  
SEAL**

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E-TENDER NO: HLL/PFT/Nursing Assistant/2024-2027 DATED: 31 /1/2024

### REQUISITION FORM FOR E-PAYMENT

*(To be submitted in the letter pad of the firm indicating full name and address, telephone & fax numbers etc.)*

Certified that I am having a Savings / Current Account in <Name of Bank> -----  
----- at <Name of Branch>----- with  
<IFSC  
Code> \_\_\_\_\_

The Account Number is: \_\_\_\_\_

I wish to receive all payments in this account through NEFT and RTGS systems, as the case may be, for all payments relating to this Tender / order.

A scanned copy of cancelled cheque is also enclosed as per Schedule I of Part-III

Name of Bidder

Place: \_\_\_\_\_

Date: \_\_\_\_\_

(Attach Scanned copy of Cancelled cheque of above bank)

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E-TENDER NO: HLL/PFT/Nursing Assistant/2024-2027 DATED: 2/2/2024

**QUOTATION FORM**

**FOR PROVIDING EX-SERVICE MEN NURSING ASSISTANT & FEMALE  
NURSING STAFF**

Sl.No	Particulars	Amount (Rs.)
1	Service Charges/day/man (To be filled by the bidder)/	
2	GST (18% Extra)	
3	Total	

Note : GST as applicable will be paid extra

\*\*\* Minimum wages applicable as per Central Govt. notification for Supervisor category will be fixed by the Company.

# Bidder shall quote only the service charges