



**HLL Lifecare Limited**  
(A Government of India Enterprise)

**एचएलएल लाइफ़केयर लिमिटेड**  
(भारत सरकार का उद्यम)

**Kakkanad Factory, Cochin**

**INVITATION FOR BIDS (KFC)**

**TENDER NO. : HLL/PUR/ G.I SHEET ROOFING /2019-2020**  
**DATED: 06/01/2020**

**TENDER FORM**

**SUB: - SUPPLYING AND INSTALLATION OF POWDER COATED G.I SHEET ROOFING.**

HLL Life care Limited invites sealed and super scribed bids from competent and experienced eligible Contractors for the following items/work at our HLL Life care, CSEZ, Kakkanad, Cochin, Kerala.

Sl. No	Brief Description Of Item/Work	Quantity	EMD Amount in Rs
1	Replacement of existing roof sheets and Fixing of powder coated G.I sheet 0.35mm roofing (Preferable Brands JSW /TATA / SGS Brand/ Equivalent).	As per Schedule of Work	Rs10,000/-

2. The scheduled date for issue, receipt and opening of bids is as follows.

- Date of issue of tender document - 07-01-2020 onwards
- Last date and time for receipt of bids - 17-01-2020 up to 15.00 Hrs.
- Date and time of opening of bids - 17-01-2020, 15.30 Hrs.
- Tender document can be download from our website [www.lifecarehll.com](http://www.lifecarehll.com) till the above mentioned date.
- Address for communication, receipt and place of opening of bids:  
Sr.Manager (Purchase& Sales),  
HLL Life care Limited,  
Plot No. 16-A/1 CSEZ, Kakkanad,  
Kochi – 682037. Ph: 0484 -2413999

2. The Bid must include the following information;
  - a. EMD
  - b. Promised Delivery/Completion Schedule
  - c. Price Schedule in Format For Quoting (Annexure-I)
  - d. All other documents/certificate/information as specified in the bid document.
3. The completed and sealed bid documents should be submitted to Sr.Manager (Purchase& Sales),in the above address. The outer cover should bear the closing date and General description of item tendered, and the words "DO NOT OPEN BEFORE" 15.30 Hrs (IST) on ----- (Indicate the Closing Date).
4. Bids will be opened in the presence of Bidders representative(s) who choose to attend on the specified date and time, at the office of HLL at the address given in Clause 2 (d) above.
5. In the event of the date specified for bid receipt and opening being declared as a closed holiday for Purchaser/Owner's office, the due date for submission of bids and opening of bids will be the following working day at the appointed times.
6. The Purchaser/Owner may, at its discretion, extend this deadline for submission of bids by amending the Bid Documents or any other reasons, in which case all rights and obligations of the Purchaser/Owner and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
7. Purchaser/Owner will not be held responsible for the postal delay, if any, in the delivery of the bidding document or the non-receipt of the same. Bids sent by Telex/Fax/Telegraph will not be accepted.
8. The company reserves the right to club or split the items of works, change the qualifying criteria at their discretion and to reject or cancel the Invitation for bids without assigning any reason thereof.

**Sr. Manager (purchase& sales)**

**SCHEDULE II**

**CONDITIONS OF CONTRACT**

**1) PRICE**

The price quoted should be inclusive of all material cost, loading and unloading charges, labor charges, insurance etc. The rates should be mentioned exclusive of taxes and the taxes if any shall be mentioned separately. The Schedule of Work is enclosed as **Annexure- I**.

Price quoted should be firm without any escalation till the order is completely executed.

**2) ESCALATION**

The rates quoted by the Contractor in the contract documents shall be final and shall not be subjected to any change due to the increase in labour wages or inflation in the cost of materials or any other price variations due to any reason during the stipulated time period of the contract or during the extended time period of completion.

**3) COMPLETION TIME**

Work should be completed within **2 Weeks** from the date of issuing the Letter Of Intent or Work Order.

**4) PAYMENT TERMS**

The suggested payment terms are as follows:

Payment:

- a. 50 % of the total material cost shall be released after the delivery of the materials at HLL site subject to verification by the HLL's authorized person.
- b. Balance payments will be made only after successful completion of work and against actual measurements recorded and certified jointly by HLL Engineer in charge and the Contractor's representative.

Tax Deduction: All statutory deductions like Income Tax, Works Contract Tax, E.S.I., P.F. or any other government-imposed liabilities shall be borne by the Contractor (as applicable at the time of execution of job) and shall be deducted from each bill submitted by the Contractor.

## 5) EARNEST MONEY

5.1 Each bid must be accompanied by E.M.D.

5.2 The EMD is required to protect the Purchaser/Owner against risk of Bidder's conduct, which would warrant the security's forfeiture

- a. The EMD shall be in the form of demand draft from a nationalized bank drawn in favor of HLL Life care Limited, , CSEZ, Kakkanad, Cochin.
- b. E.M.D. from unsuccessful bidders will be returned after the acceptance of order by the L1 party.
- c. In the case of successful bidder, the Earnest Money will be returned after successful completion of the work .

5.3 The EMD may be forfeited:

- (a) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bidding Document; or
- (b) In case of the successful Bidder, if the Bidder fails:
  - (i) To sign the Contract
  - (ii) To furnish security deposit

## 6) SPECIAL INSTRUCTIONS

**a) The bidder shall visit the site before quoting for the work.**

b) The work should be carried out in truly professional manner, neatly finished with proper line & level. Cleanliness and finishing of the job is of utmost importance. Hence the job should be done most carefully with best workmanship.

c) The Purchaser/Owner should be immediately informed for any discrepancy in specifications and instructions in the execution of job before actual execution of particular item having discrepancy.

d) Any item found to be having been executed with poor workmanship then the Contractor shall have to rectify /reconstruct the work as specified by Purchaser/Owner. No extra charge will be admissible in such case. If CONTRACTORS fails to do so, the Purchaser/Owner reserved the right to rectify/reconstruct the work through some other agency at the expenses of Contractor.

e) The schedule of activities as submitted by the Contractor shall have to be strictly adhered.

f) Special care is to be taken for cleanliness of the site. After the end of day's work, the site should be cleaned immediately.

g) The Contractor shall have to co-operate with the agencies executing other works in the same area.

h) While executing the work, the Contractor shall ensure safety and security of the labour and the property of the Purchaser/Owner so as to avoid theft etc.

## **7) CORRESPONDENCE**

All correspondence relating to this Order shall be in English, to:

Sr.Manager( purchase& sales),  
HLL Life care Limited,  
Plot No. 16-A/1 CSEZ, Kakkanad,  
Kochi - 682037  
Kerala, India.  
Phn: +91 484 2413999

**PRICE SCHEDULE OF WORK**

<b>SUB</b>	<b>Replacement of existing roof sheet and Fixing of G.I Sheet Roofing at HLL Kakkanad unit reg:-</b>				
<b>SL.NO</b>	<b>ITEM DESCRIPTION</b>	<b>UNIT</b>	<b>QTY (A)</b>	<b>Unit RATE IN RS (Excl.Tax) ( B)</b>	<b>TOTAL AMOUNT IN RS (C ) = (A ) x (B)</b>
1	Providing and fixing powder coated G.I Sheet 0.35mm roofing (Preferable Brands - JSW /TATA/SGS Brand/ Equivalent). (Includes the 8 inch square PVC pathy and also fixing of plain sheet in-between the wall and sheet to avoid water spillage through the wall)	SQ.FT	6500		
2	Removal of the existing aluminium sheet and arrange properly at the scrap area.	SQ.FT	6500		
3	Supplying and purling of additional 2*1 inch 16 gauge rectangle tube with epoxy painting to strengthen the existing frame. Its approximate length shall be 300 metre.	Metre	300		
	<b>Total amount in Rs</b>				
	<b>Grand Total Amount in Rs</b>				
	Ñ Measurement taken by approximate bases only, payment will be release only after taking actual measurement. Ñ Since HLL is located inside CSEZ, exempted to pay taxes for the services / materials provided the party should have LUT for nil GST.				
	<b>I agree to execute the work as per the schedule at the rates quoted by me as above</b>  <b>NAME &amp; Signature of Contractor</b>				