

**HLL LIFECARE LIMITED
(A GOVT.OF INDIA ENTERPRISE)
AKKULAM FACTORY, SREEKARIYAM P.O.
THIRUVANANTHAPURAM-695 017**

**PHONE NO:0471 2442642; FAX NO:0471 2441383;
EMAIL: materialsft@lifecarehll.com**

TENDER NO HLL/AFT/PUR/WATER TRANS/2018-19 Dated 21/03/2018



Tender No: HLL/AFT/PUR/WATERTRANS/2018-19

INVITATION FOR TECHNICAL & PRICE BID

FOR

TRANSPORTATION OF DRINKING WATER

AT

**AKKULAM FACTORY
THIRUVANANTHAPURAM-695 017**

**HLL LIFECARE LIMITED
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TENDER NOTICE

Sealed and super-scribed tenders are invited under TWO BIDS SYSTEM (TECHNICAL & PRICE) in the prescribed form for the Transportation of Drinking Water, to our Akkulam Factory and R & D Centre, Thiruvananthapuram.

The approximate quantities and other terms and conditions etc. are given in the Tender documents, which can be had from our office on any working day between 10.30 AM TO 3.30 PM by paying Rs. 590/- by Cash/DD (inclusive of GST) for each tender in favour of HLL payable at Thiruvananthapuram. Also the Tender documents can be downloaded from our website www.lifecarehll.com

The completed tenders should reach HLL latest by **3 PM on .03.2018**

Last date and time of receipt of tender : 26.03.2018 : 3.00 PM

Date and time of opening tender : 26.03.2018 : 3.45 PM

संयुक्त महाप्रबन्धक (सामग्री) / JT. GENERAL MANAGER (MATERIALS)

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INSTRUCTIONS TO BIDDERS

1. Sealed and Superscribed tenders are invited for the transportation of drinking water from HLL LIFECARE LIMITED, Peroorkada, Trivandrum/ KWA Aruvikkara / KWA Vellayambalam to Akkulam Factory and R 7 D Center, for a period of ONE Year as per the terms and conditions as format given below.

Tender No	Date of opening of Technical Bid
HLL/AFT/PUR WATER TRANS/2018-19	26.03.2018 3.45 PM

2. A complete set of bid documents can be had from the office of the **Joint General Manager (Materials), HLL LIFECARE LIMITED, AKKULAM, THIRUVANANTHAPURAM-695 017** during office hours on any working day on submission written application and remitting a non-refundable fee of Rs. 590/-(including GST in the form of DD drawn in favour of HLL LIFECAR LIMITED, Akkulam, Thiruvananthapuram.

The Tender Documents can be downloaded from our website www.lifecarehll.com and cost of the Tender Documents as mentioned above should be furnished along with Technical Bid.

Re-word processed formats or tenderers own formats for the technical bid/ price bid will disqualify the tender. Tender form shall be filled in ink or typed. No tender filled in pencil shall be considered. The tenderer shall sign and seal the form at each page and at the

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end, in token of acceptance of all the terms and conditions of the tender.

Tender Bids received without the cost of Tender Documents shall be summarily rejected.

The bid documents will be available up to **15.00 Hrs on the previous working** day of the opening of Technical Bid.

3. Tenders in prescribed form should be submitted in sealed covers and super scribed "**Tender for Transportation of Drinking Water- AFT**" and sent to Joint General Manager (Materials), HLL LIFECARE LIMITED, Akkulam Plant, Sreekariyam P. O., Thiruvananthapuram, Kerala, India so as to reach here before **3 PM on 26.03.2018** by registered post/ courier acknowledgement due or should be deposited in the tender box available in this office. No acknowledgment will be made separately. The undersigned will not be responsible for any tender handed over to any official of this office in person. Tenders will be opened **at 3.45 PM on 26.03.2018** in the presence of the tenderers or their authorized agents who may choose to be present.
4. **Earnest Money Deposit:** Each tender should contain an **Earnest Money Deposit of Rs. 10,000/- (Rupees Ten Thousand only)**. This amount can be remitted by Demand Draft drawn in favour of the HLL LIFECARE LIMITED, obtained from any scheduled bank and payable at Trivandrum. The Demand Draft towards EMD should be attached along with the tender. Tenders without proper EMD will be rejected outright.
5. **Release of EMD:** The EMD of unsuccessful tenderers will be refunded soon after finalization of tender, or after two months from the date of opening of tender whichever is earlier. The EMD will not bear any interest.

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6. Forfeiture of EMD: The EMD will be forfeited to the HLL in case after submitting the tender, the tenderer withdraws his offer or fails to execute the agreement when called for to do so.
7. **Security Deposit:** The successful tenderer will have to remit an amount of Rs. 20,000/- (Rupees Twenty Thousand only) as Security Deposit. This amount can be remitted by Demand Draft drawn in favour of HLL LIFECARE LIMITED payable at Trivandrum. The EMD of the successful tenderer will be adjusted against the Security Deposit.
8. **Agreement:** The successful tenderer will have to execute an agreement after remitting the Security Deposit in Stamp Paper for Rs. 200/- at his expenses within 21 days of issue of the work order.
9. The HLL will have the full right to reject any or all the tenders without assigning any reason whatsoever and is not bound to accept the lowest tender. The HLL also reserves the right to award the contract with more than one contractor.
10. If the last date fixed for receipt of tender for opening, ie. **26.03.2018** is declared as closed holiday, the tenders will be received on the next working day up to **3 PM and opened at 3.45 PM** on the same day.
11. HLL shall not be responsible if the bids are delivered elsewhere.
12. Bid Opening:
 1. The bids shall be opened on date and time as specified, in the presence of such bidder(s) or their representatives who may be present. The bidder(s) or the authorized representative(s) who are present shall sign as attendance register. The authorized representative(s) of the bidder(s) shall submit letter(s) of authority before they are allowed to sign the attendance register and participate in the bid opening.

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2. The Technical Bid will be opened on the prescribed tender opening date and time. The price bid will be opened on a later date which will be made known to all eligible bidders, after technical evaluation has been completed.
3. The bids which are found as substantially responsive in the technical evaluation and comply with the entire requirement shall only be considered for Price bid opening. The price bid (price schedule) submitted by such tenderers whose technical bid have been considered as technically unacceptable on the basis of evaluation, will not be opened.
- 13.The decision of HLL will be final and no correspondence on this shall be entertained.
- 14.The Price Bid must be submitted strictly as per format given by HLL.
- 15.The tender should be submitted on OUTER ENVELOPE SEALED AND SUPERSCRIBED "DO NOT OPEN **BEFORE 3.45 PM ON 26.03.2018** addressed to this Office containing the following **TWO INNER SEALED ENVELOPE**.
 - a. Cover contains Duly signed copy of Tender Document, Acceptance of Terms & Conditions, Technical Bids, EMD and Other Documents (should be superscribed)
 - b. Cover contains Price Bid (should be superscribed)

For and on behalf of the HLL
JGM (Materials)
For HLL, AFT, Trivandrum-695 017

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

NAME AND SIGNATURE OF THE APPLICANT
(WITH OFFICE SEAL)

PLACE:
DATE :

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TERMS & CONDITIONS

1. The contractor has to supply water in between 15 KL to 150 KL per day as per the requirement of AFT and R & D (Day & Night).
2. Approximate quantities:-
 - a. Peroorkada Factory to Akkulam Factory – 50 KL x 330 day= 16500 KL.
 - b. KWA, Aruvikkara to Akkulam Factory – 1000 KL.
 - c. KWA, Vellayambalam to Akkulam Factory – 100 KL.
 - d. Peroorkada Factory to R & D – 2000 KL.
 - e. Aruvikkara to R & D Centre – 100 KL.
3. In case of emergency ie, plant is going to be under shutdown for want of water contractor should supply sufficient water continuously in order to meet the plant requirement.
4. The contractor should submit trip sheet every day to concerned authority
5. Capacity of vehicle shall be 10,000 Ltrs. To 25,000 Ltrs.
6. Water is to be transported in steel containers and should have minimum 2 containers in the name of contractors, copy of RC Book should be attached with Technical Bid. Valid Calibration Certificate of the vehicles should be submitted along with the Technical Bid.
7. Akkulam Factory (AFT) / R & D Centre will issue permit to collect water from Peroorkada Factory (PFT) / KWA Aruvikkara / KWA Vellayambalam and the same shall be delivered at AFT. Unless otherwise intimated separately the party shall collect water from PFT only.
8. Water will be supplied at free of cost from Peroorkada Factory. Filling Transporation & supplying will be the responsibility of the contractor. HLL shall pay the water cost to the transporter against the submission of bills paid to KWA in the name of HLL while taking water from KWA Aruvikkara / Vellayambalam.
9. The contractor should insure the supply of water without any interruption according to the demand of Engineering Dept. of HLL.,

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Akkulam Plant, Trivandrum. In case of break down or non-availability of vehicle due to any other reason the party shall make necessary arrangements to ensure uninterrupted supply of water to meet the demand of HLL ,AFT Factory and R & D Centre. HLL is not liable for any expenses incurred in this regard.

10. In case the party is not able to supply water as per our requirement due to any reason whatsoever and no alternate arrangements are made by the party within a reasonable time period for the same. HLL shall take alternative steps like arranging other party's vehicles for transporting water. The party is liable for any additional expenses incurred in this regard by HLL.
11. The company reserves the right to cancel this order, if any irregularities, are found and or without assigning any reason.
12. The Company does not take any responsibility in the event of any accidents, which occurs during filling, transporting, and emptying of water, transportation without license of driver etc. Contractor shall ensure that the vehicles being used for transportation has valid vehicle tax, permit, insurance, driver with licence. Etc.
13. **Period of contract:** One Year from the date of Service Order. The rate quoted shall be valid till the completion of the contract. No enhancement of rates shall be claimed is payable during the period of contract except if there is any increase in diesel price. The formula to arrive at the revised rate whenever there is a decrease/increase in the diesel rate (by rupee one or more) as given below.

$$\begin{aligned} \text{Current rate of Diesel} &= A \\ \text{Increased / decreased rate} &= B \\ \text{Difference} &= B - A = C \\ \text{\% of increase / decrease rate} &= \frac{C \times 100}{A} = X \end{aligned}$$

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

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

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

14. Refilling of water tank shall be the responsibility of the party, ie all loading & unloading charges is to be borne by the party.

15. Statutory deductions shall be made from the contractor's bill as applicable.

16. The above rates are inclusive of all taxes and duties if any and loading / unloading charges.

17. In case any water failure or non-availability in PFT, the party shall make necessary arrangements from KWA / Aruvikkara / KWA, Vellayambalam and cost of the water charge will be paid by HLL.

18. Payment: Bills to be arranged on monthly basis and duly signed by the Officers of Engineering department (AFT) / Officers of R & D.

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

PLACE,
DATE

NAME AND SIGNATURE OF THE APPLICANT
(WITH OFFICE SEAL)

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QUESTIONNAIRE

1. Parties Name :

2. Parties Address :

- :
- :
- :
- :
- :

3. Contact Person with Mob.No. :
4. EMD Details submitted :
5. Total capacity of tank :
6. Details of steal tank used :
7. The water tanks used for trans- :
 Portion.

8. Detailed specification of tank
 :
9. Time required to transport water from
 Peroorkada after getting information
 from HLL. :
10. Vehicles used for transportation of
 Water to HLL with Vehicle Number :

Parties Address & Signature
(With Office Seal)

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SCHEDULE-D

INDEMINITY CLAUSE:

If the supplier fails to execute the order within the time prescribed for the delivery of goods ordered or violates or infringes the existing rates as agreed to as mentioned in the supply order, the supplier shall and will indemnify the company against all loses or damages whatsoever to be incurred or sustained including the legal cost or expenses incurred by the company by reason of non-delivery of equipment at agreed quantity and rate with in the time specified in the supply order. The company will initiate legal action if the supplier fails to execute the supply order as per the schedule in the supply order for the actual loss suffered. Responsiveness of the Bid shall be at the discretion of HLL.

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

Bid pronounced Non Responsive by HLL shall be summarily rejected.

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

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

PLACE,

DATE.

NAME AND SIGNATURE OF THE TENDERER
(WITH OFFICE SEAL)

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DECLARATION

We confirm having read and understood all the specification, instructions, forms, terms and conditions and other requirement 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 TENDERER

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**INVITATION FOR BIDS
(PRICE BID)**

FOR

TRANSPORTATION OF DRINKING WATER

AT

AKKULAM FACTORY

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PRICE BID

Price quoted as per the format given below:

Sl. No.	Transportation charges	Qty. (KL) (C)	Rate / KL (D)	GST	Final Rate / KL
1	From Peroorkada Factory to Akkulam Factory	16,500			
2	Form KWA, Aruvikkara to Akkulam Factory	2,000			
3	From KWA, Vellayambalam to Akkulam Factory	100			
4	From Peroorkada Factory to R&D Centre, Akkulam	2,000			
5	From KWA, Aruvikkara to R&D Centre, Akkulam	100			

Terms and Conditions:

1. Rate shall be valid for a period of ONE Year.
2. Price Bid strictly as per this format.

Place:

Date:

Name & Signature of Applicant
(With Office Seal)