

**HLL LIFECARE LIMITED**  
**(A Government of India Enterprise)**  
**P.B.NO.2, PEROORKADA.P.O,**  
**THIRUVANANTHAPURAM - 695 005**  
**KERALA, INDIA**

## **TECHNICAL BID**

**SUPPLY, INSTALLATION, TESTING AND COMMISSIONING**  
**OF COMPOUNDING STRUCTURE, COMPOUNDING TANKS &**  
**SUPPLY TANKS WITH ALL ACCESSORIES**

**FOR**  
**NEW CONDOM MANUFACTURING FACILITY**  
**AT RUBBER PARK, IRAPURAM, KOCHI**

**IFB No** : **No.HLL/IP/IFC/COMPG/2013**  
**Date** : **08-10-2013**

## CONTENTS

<b>S. No</b>	<b>Description</b>	<b>Page No</b>
1.	Prequalification Requirements	2
2.	Application for Pre-Qualification	3 - 4
3.	Annexure-I	5
4.	Annexure-II	6
5.	Annexure-III	7
6.	Annexure-IV	8
7.	Annexure-V	9
8.	Annexure-VI	10
9.	Annexure-VII	11
10.	Check List	12

## **PREQUALIFICATION REQUIREMENTS**

1. The Bidder should have minimum 5 years experience in the relevant field.
2. Tenderer should have satisfactorily completed at least two similar works of value Rs 40 Lakhs or above in the past three years.
3. Average annual financial turn over of the bidder during the last 3 years, ending 31st March of the previous financial year, should be at least Indian Rupees (INR) 40 Lakhs.
4. Power of Attorney, in case an authorized representative has signed the tender.
5. The duly signed acceptance form confirming that all terms & conditions, technical specifications, drawings & volume of job are understood by the bidder. Certificate that bid is in total conformity with the specifications and terms and conditions mentioned in the bid document and certificate on period of validity (sheet enclosed)
6. Deviations if any, giving reasons for the deviation.
7. Even if the bidder meets the above qualifying criteria, they are subject to being disqualified if they have:

Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.

**Note:** - HLL does not bind itself to accept the lowest or any tender, and reserves to itself the right to accept or reject any or all the tenders, either in whole or in part without assigning any reason for doing so.



F. Total number of ongoing installations or orders in hand for similar works.

Note: Details to be furnished in **Annexure II**

G. Has the Contractor/ Firm/Company ever been black listed by the Govt. /or the registering authority. (Yes/ No)

a. If so, give the period and details.

H. Average annual financial turn over of the bidder during the last 3 years, ending 31st March of the previous financial year, should be at least INR 40 Lakhs.

a. Annualized turn over of the Contractor/Firm/Company in the last 3 years ending 31.03.2013

1.	2010-2011:	INR.
2.	2011-2012:	INR.
3.	2012-2013:	INR.

Note: Details to be furnished in **Annexure III**

I. Details of organization:

1. Technical personnel: i) No. of Graduate Engineers: ii) No. of Diploma Holders:

2. Non Technical Management

(Details to be enclosed in **Annexure IV**)

J. Completion Period: in **Annexure V** (filled and enclosed)

K. Acceptance Form in **Annexure VI**

L. CERTIFICATE as per **Annexure VII**

I/We hereby confirm that the details given in the application form and Annexure I to Annexure VII are correct to the best of my/our knowledge. I /We have no objection, in Owner (HLL Lifecare Limited) contacting any of our clients for reference.

Place:

Date:

Signature

Name and address of the Party

**ANNEXURE - I**

<b>DETAILS OF ORDERS FOR SIMILAR WORKS SUCCESSFULLY COMPLETED DURING THE LAST 3 YEARS (RS 40 LAKHS &amp; ABOVE)</b>				
S. No.	* Name of Client with full address, telephone numbers and nature of work	Order details such as quantity etc.	Value of works completed	Period of Completion with dates (in months)

\* Enclose completion certificate from Clients

**NOTE:**

**TENDERER SHOULD HAVE SATISFACTORILY COMPLETED AT LEAST TWO SIMILAR STRUCTURAL & TANK FABRICATION WORKS OF VALUE RS 40 LAKHS OR ABOVE IN THE PAST THREE YEARS.**

**SIGNATURE OF BIDDER**

**ANNEXURE - II**

<b>TOTAL NUMBER OF ONGOING INSTALLATIONS OR ORDERS IN HAND FOR SIMILAR WORKS</b>			
<b>S. No.</b>	<b>Name of Client with full address, telephone numbers and nature of work</b>	<b>Order details such as quantity, completion time etc.</b>	<b>Value of works</b>

**SIGNATURE OF BIDDER**

**ANNEXURE III**

**(ENCLOSE DETAILS OF ANNUALISED TURN OVER OF THE CONTRACTOR/FIRM/COMPANY IN THE LAST 3 YEARS ENDING 31-03-2013)**

2010-2011: INR.

2011-2012: INR.

2012-2013: INR.

**(Enclose audited Balance sheets in proof for the above period)**

**SIGNATURE OF BIDDER**

**Note:** Average annual financial turn over of the bidder during the last 3 years, ending 31st March of the previous financial year, should be at least INR 40 Lakhs.

**ANNEXURE- IV**

**DETAILS OF ORGANIZATION**

Sl. No	Name & Postal Address	Date of Birth	Qualification	Total experience in years	Name of organization served showing position held and period of service in each position
1.	<b>A.ENGINEERING PERSONNELS</b>				
2					
3.					
4					
5.					
6					
1.	<b>B. DIPLOMA HOLDERS/ ITI PERSONNEL</b>				
2					

Attach an organization chart. Also mention the no. of engineering/technical personnel you will engage for the satisfactory completion of the tendered work.

**SIGNATURE OF THE BIDDER WITH SEAL**

**ANNEXURE V**

**COMPLETION PERIOD**

**SIGNATURE OF THE BIDDER WITH SEAL**

**ANNEXURE VI**

**ACCEPTANCE FORM**

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

From

To  
EXECUTIVE DIRECTOR (INTERNAL PROJECTS)  
HLL LIFECARE LIMITED PEROORKADA,  
THIRUVANANTHAPURAM – 695 005  
KERALA, INDIA

Dear Sir,

I / We, hereby offer to fabricate/supply/install/testing/validate/commission as detailed in schedule hereto or such portion thereof as you may specify in the acceptance of Bid at the price given in the price bid and agree to hold this offer open for **90 Days** from the date of bid opening prescribed by the Purchaser. I/We have understood the terms and conditions mentioned in the invitation for bid and Conditions of Contract furnished by you and have thoroughly examined the specifications quoted in the bid document hereto and are fully aware of the nature of the scope of work required and my/our offer is to comply strictly in accordance with the requirement and the terms and conditions mentioned above.

The following pages have been added to and form part of this bid.

Yours faithfully,

**SIGNATURE OF THE BIDDER WITH SEAL**

**ANNEXURE VII**

**CERTIFICATE**

I / we hereby confirm that the information given with this bidding document is correct. If, at any stage, it is found to be incorrect, I / we understand that the contract will be liable to be terminated and action could be taken against me/us by the Company for damages.

**SIGNATURE (S) OF BIDDER WITH SEAL**

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

**CHECK LIST FOR TECHNICAL BID**

<b>S. No.</b>	<b>Item</b>	<b>Yes/No</b>	<b>Remarks</b>
1	Enclosed Tender Fee as prescribed in tender		
2	Enclosed EMD as prescribed in the tender		
3	Application of Pre-qualification duly filled, signed and sealed by the tenderer		
4	Enclosed completion certificates from the clients for the satisfactory completion of similar works of value Rs 40 Lakhs or above in the past three years – <b>Annexure I</b>		
5	Enclosed details of ongoing installations or orders in hand for similar works – <b>Annexure II</b>		
6	Enclosed Turnover Details – <b>Annexure III</b>		
7	Enclosed Details of Organization – <b>Annexure IV</b>		
8	Attached Completion Period – <b>Annexure V</b>		
9	Enclosed signed and sealed Acceptance Form – <b>Annexure VI</b>		
10	Enclosed Certificate signed and sealed – <b>Annexure VII</b>		

**SIGNATURE OF THE BIDDER WITH SEAL**