

TENDER DOCUMENT

**SUPPLY, INSTALLATION, TESTING AND COMMISSIONING
OF HARDWARE ITEMS AS PER TENDER SCHEDULE FOR
SETTING-UP AMRIT PHARMACY OUTLETS AT HOSPITALS IN
VARIOUS DISTRICTS OF ASSAM**

**PROJECTS DIVISION,
HLL LIFECARE LTD,
CORPORATE HEAD OFFICE, POOJAPPURA,
THIRUVANANTHAPURAM – 695 012,
KERALA, INDIA
PHN: ++91 471 2354949**

MAY 2017

HLL LIFECARE LIMITED
(A Government of India Enterprise)
Projects Division
Corporate Head Office, Poojappura.P.O,
Thiruvananthapuram – 695012,
Kerala, India
Phn: 0471- 2354949

INVITATION FOR BIDS (IFB)

IFB No : HLL/CHO/PROJ/RBD/ASSAM-AMRIT/EQUIP/2017-18

Date : 03-05-2017

HLL Lifecare Limited (HLL), a Government of India Enterprise, invites sealed and super scribed bids from competent and experienced Suppliers for the supply of following items for setting-up AMRIT Pharmacy outlets at hospitals in various districts of Assam.

| Sub: | Supply, Installation, Testing and Commissioning of following hardware items with all accessories as per the tender specifications enclosed – reg. | | |
|--------|---|----------|------------------|
| Sl. No | Brief Description of Item | Quantity | EMD Amount in Rs |
| 1) | 2 KVA Online UPS system | 25 sets | Rs 40,000/- |
| 2) | Desktop Computers (Server type) | 50 sets | Rs 50,000/- |
| 3) | Monochrome Laserjet Printer (Single Function) | 50 Nos | Rs 9,000/- |
| 4) | Scanner | 25 sets | Rs.2,500/- |
| 5) | Cash Counting Machine cum Fake Note Detector | 25 Nos. | Rs 4,000/- |
| 6) | Cash Safe (Coffer) | 25 Nos | Rs 3,500/- |
| 7) | Lab/Pharmacy Refrigerator | 25 Nos | Rs 22,500/- |

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

- a) Date of issue of tender document - 04-05-2017
- b) Last date and time for receipt of bids - 17-05-2017 up to 15.00 Hrs.
- c) Date and time of opening of bids - 17-05-2017, 15.30 Hrs.
- d) Address for communication, receipt and place of opening of bids:

ASSOCIATE VICE PRESIDENT (PROJECTS),

Projects Division,

HLL Lifecare Limited (A Government of India Enterprise)

C/O HOTEL MILLENNIUM

Dhnuka Complex, Block-B,

S.J.Road,Athgaon, OPP-Athgaon Majsid,

Guwahati-781001(Assam)

Cont :-(0)361-2739057

E-mail: sreekumar@lifecarehll.com, harikrishnankp@lifecarehll.com

3. The Bid must include the following information;
 - a. Enquiry No.
 - b. EMD
 - c. Promised Delivery Schedule for each item.
 - d. Acceptance Form (Schedule IV)
 - e. Price Schedule in Format For Quoting (Schedule V)
 - f. All other documents/certificate/information as specified in the bid document.
4. Each bid must be accompanied by E.M.D. The EMD shall be in the form of Demand Draft from a nationalized bank drawn in favour of HLL LIFECARE LTD, Thiruvananthapuram payable at Thiruvananthapuram. E.M.D. of the unsuccessful bidders will be released after evaluating tenders, keeping only the earnest money of the first three lowest bidders. The earnest money deposit of the remaining two unsuccessful bidders will be released after the acceptance of the notification of award by the successful bidder. The EMD may be forfeited, if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Document. EMD of the successful bidder shall be released after the successful execution of the contract.
5. In addition to the invitation for bids, the bidding documents include the following schedules.

| | | |
|--------------|---|------------------------|
| Schedule I | - | Specifications |
| Schedule II | - | Conditions of Contract |
| Schedule III | - | Acceptance Form |
| Schedule IV | - | Format for Quoting |
| Schedule V | - | Schedule for locations |
6. The completed and sealed bid documents should be submitted to Associate Vice President (Projects), in the above address. The outer cover should bear the Enquiry No, closing date and General description of item tendered, and the words "DO NOT OPEN BEFORE" 15.30 Hrs (IST) on 17.05.2017 (Indicate the Closing Date).
7. 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.
8. In the event of the date specified for bid receipt and opening being declared as a closed holiday for purchaser's office, the due date for submission of bids and opening of bids will be the following working day at the appointed times.

9. The purchaser 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 and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
10. Purchaser 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.
- 11. The bidder can quote for any one or more of the items listed in Schedule IV. The lowest quoted eligible bidder for each item shall be considered for supply/award of work for that item.**
12. HLL 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.

ASSOCIATE VICE PRESIDENT (PROJECTS)

SCHEDULE I

SPECIFICATIONS

Sub: Supply, Installation, Testing and Commissioning of following hardware items with all accessories as per the tender specifications enclosed – req.

1. 2 KVA Online UPS Systems.

Quantity: 25 Nos

| SI No. | Specifications | |
|---------------|------------------------------------|--|
| 1 | Type | True on - line 2 KVA UPS system with built in isolation transformer at input. Inversion shall be Microprocessor controlled with instantaneous sine wave Control using IGBT. UPS shall have standard display features, alarms, safeties, etc. |
| 2 | Input Voltage range | A.C 235 V (+15% to -20%), 1 phase |
| 3 | Input Frequency | 50 Hz (+/- 3 Hz) |
| 4 | Power Factor | 0.9 or above |
| 5 | THD | less than 5 |
| 6 | Ripple Voltage in battery terminal | less than 2% DC Voltage |
| 7 | Minimum Back up time | Continuous 4 hrs at full load |
| 8 | Rectifier | Shall be Full wave Type (Shall fully meet the specified input power requirements) |
| 9 | Battery Type | SMF |
| 10 | Minimum system VDC | 96 V or above |
| 11 | Minimum VAH | 9600 |
| 12 | Preferred makes | UPS: Numeric, Hykon, Consul, Emerson; Batteries: Exide, Amaron, TATA or equivalent |

2. Desktop Computers (Server type)

Quantity: 50 Nos

| SI No. | Specifications | |
|---------------|-----------------------|---|
| 1 | Type | All in one Desktop Computer (Business PC)- Core i3, 4GB RAM, 1 TB, DVD RW, 19.5" Screen, 10/100/1000 Gigabyte LAN, Win 10 PRO down gradable to Windows 8.1, Wired keyboard and mouse , 3 Years Warranty with WPS Office Version 10 or higher/Open Office preloaded. |

| | | |
|---|------------------|------------------|
| 2 | Recommended Make | HP, DELL, LENOVO |
|---|------------------|------------------|

3. Monochrome Laserjet Printer (Single Function)

Quantity: 50 Nos

| SI No. | Specifications | |
|--------|---------------------|------------------------------------|
| 1 | Printing resolution | 600 dpi (minimum) |
| 2 | Printing speed | 12 +/-2 pages per minute (minimum) |
| 3 | Recommended Makes | HP Laserjet 1020/Canon LBP2900 |

4. Scanner

Quantity: 25 Nos

| SI No. | Specifications | |
|--------|---|------------------|
| 1 | Scanner | ISO Certified |
| 2 | Type | Flatbed (A4) |
| 3 | Resolution | Up to 4800 dpi |
| 4 | Bit depth | 48-bit |
| 5 | Connectivity | Hi-speed USB 2.0 |
| 6 | Recommended Makes | CANON/ HP/EPSON |
| 7 | The equipment should be supplied with first charge of consumables and all accessories complete. | |

5. Cash Counting Machine cum Fake Note Detector

Quantity: 25 Nos

| SI No. | Specifications | |
|--------|------------------|--|
| 1 | Type | Cash counting machine cum Fake note detector |
| 2 | Recommended Make | Optimus - Model No: OLC 04 or equivalent |

6. Cash Safe (Coffer)

Quantity: 25 Nos

| SI No. | Specifications | |
|--------|------------------|---|
| 1 | Volume | Minimum 14 liters |
| 2 | Wall thickness | Min. 2.5 mm for body and Min. 5mm for door |
| 3 | Recommended Make | Godrej make, Model No: Premium Coffer BRN (Item Code: SEBP 1112) or equivalent (only manual locking system) |

7. Lab/Pharmacy Refrigerator

Quantity: 25 Nos

| SI No. | Specifications | |
|--------|------------------------------|---|
| 1 | Type | Upright Showcase Coolers/refrigerators with Single Glass Door and Lock having 350-450 Litre capacity with suitable stabilizer |
| 2 | Temperature range capability | 1-10 degree Celsius with Digital Temperature Controller and Display |
| 3 | Adjustable Shelves/Racks | Minimum of 4 |
| 4 | Recommended Make | CELFROST, VOLTAS, BLUESTAR, THERMO FISCHER |

GENERAL CONDITIONS

1. The equipment should be complete with all accessories and interconnections.
2. The purchaser will be providing the required electrical supply to the equipment. All wiring requirements within the equipment are to be provided by the supplier as per standard.
3. The equipment offered should be suitable for Indian electrical ratings as follows.
Power supply: 200-230V, 50 Hz (Single Phase) or 400-440 V, 50 Hz (3 Phase)
4. The supplier should submit necessary test certificates as per relevant standards of material used, free of cost.
5. The suppliers should submit the following documents, relevant to their scope of supply, along with delivery & commissioning of the Unit :
 - a) All final drawings
 - b) Relevant Test Certificates, Operation & Maintenance Manual, Installation Manual, Troubleshooting Manuals, Guarantee Certificate
 - c) Any other related documents
6. Any deviations from the bid documents shall be clearly indicated.
7. The bid should be complete with all the relevant details.

SCHEDULE II
CONDITIONS OF CONTRACT

1) PRICE

The price quoted should be inclusive of Basic Price, all applicable taxes and duties including GST, CST, VAT, Entry tax, Octroi & other levies, P&F charges, loading and unloading charges, insurance, installation and commissioning charges etc. The Supplier should pay entry taxes, as applicable and should be included in the offer.

The Format for Quoting (Schedule V) shall be suitably filled as applicable. Price quoted should be firm without any escalation till the order is completely executed.

2) TAXES/DUTIES/LEVIES

The supplier shall be entirely responsible for all taxes including entry tax, duties, license fees, etc. incurred until successful completion of contract. All central, state, municipal taxes, duties and levies payable shall be shown by the bidder separately in the Bid. The Purchaser will issue necessary 'C' Form, if required.

3) DELIVERY/ COMPLETION PERIOD.

All the items should be delivered at the locations specified in Schedule V within **four weeks** from the date of issue of the Letter of Intent or Supply Order. The delivery locations will be duly informed at the time of issuance of Letter of Intent / Supply Order.

4) PAYMENT TERMS:

- a) 90% payment within 30 days of supply, installation and successful commissioning of the equipments at the specified HLL site.

- b) Balance 10% against a Performance Bank Guarantee from a nationalized bank valid for the Guarantee period of 12 months from the date of successful commissioning.

5) GUARANTEE PERIOD

The Guarantee against any possible manufacturing defects shall be given for a period of 18 months from the date of supply and inspection of the item at HLL site or 12 months from the date of installation, whichever is earlier unless specified otherwise in Schedule II

6) LIQUIDATED DAMAGES FOR DELAYS

If the equipment is not supplied to the purchaser within the time stipulated in the Order, Purchaser may at their option, either (1) recover from the Supplier liquidated damages at the rate of 0.5 % of the total contract value for every week of delay, subject to a maximum of 7.5 % of the total contract value, or (2) at the risk and cost of the Supplier and without prejudice to the other remedies/rights as per the Contract, terminate the order wholly or partially and complete it themselves or reassign it to other Suppliers.

7) FORCE MAJEURE

- a. Neither the Supplier nor the Purchaser shall be considered in default in the performance of their obligations as per the Contract so long as such performance is prevented or delayed because of strikes, war, hostilities, revolution, civil commotion, epidemics, accidents, fire, cyclone, flood or because of any law and order proclamation, regulation or ordinance of Government or subdivision thereof or because of any act of God. The proof of existence of force majeure shall be provided by the party claiming it to the satisfaction of the other.
- b. The Supplier shall advise Purchaser initially by a Fax, followed by post, the beginning and end of any of the above causes of delay, failing which Purchaser shall not be liable to consider delays due to the above reasons. Notice as stated above should be given even in case where only the Supplier's bids are under the consideration of the Purchaser and no acceptance of the same has been given and detailed order issued.
- c. In the event of definite delay even if arising out of reasons due to force majeure, Purchaser shall have the right at their discretion to cancel the Order or part of the Order without any

liability on their part to make any payment to the Supplier while reserving the right to claim refund of and any payment if advanced or paid to Supplier.

8) SETTLEMENT OF DISPUTES

Any disputes or differences or questions or claims arising under or relating to or touching this agreement shall be referred for arbitration to a Sole Arbitrator under the provisions of the Arbitration and Conciliation Act 1996 or any statutory modification or re-enactment thereof for the time be in force. The award passed by the arbitrator shall be final and binding on the parties hereto.

The contract shall be deemed to have been concluded at Thiruvananthapuram, Kerala and suits and proceedings, if any, shall be only in the courts of competent jurisdiction in Thiruvananthapuram.

The venue of arbitration shall be the place from where the contract is issued.

SCHEDULE III
ACCEPTANCE FORM

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

From

To

ASSOCIATE VICE PRESIDENT (PROJECTS),
PROJECTS DIVISION,
HLL LIFECARE LIMITED (A Government of India Enterprise)
Corporate Head Office, Poojappura.P.O,
Thiruvananthapuram – 695012, Kerala, India
Phn: 0471- 2354949
E-mail: sreekumar@lifecarehll.com, harikrishnankp@lifecarehll.com

Dear Sir,

I / We, hereby offer to supply/erect/install/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 till 90 days after 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 and drawings 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. I/We have understood that the PURCHASER is the sole owner of the technology, equipment, specification and drawings given along with the bidding documents. I/we here by assure that the above information will be kept confidential and will not be used for any other purpose or will not be transferred to third party.

Yours faithfully,

SIGNATURE OF THE BIDDER

**SCHEDULE IV
PRICE SCHEDULE**

FORMAT FOR QUOTING

| | | | | | |
|---------------------------|--|-----------------|-------------|-------------------|---------------------|
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| 3) | Monochrome Laser-jet Printer (Single Function) | 50 | Nos | | |
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| 5) | Cash Counting Machine cum Fake Note Detector | 25 | Nos | | |
| 6) | Cash Safe (Coffer) | 25 | Nos | | |
| 7) | Lab/Pharmacy Refrigerator | 25 | Nos | | |
| TOTAL | | | | | |
| APPLICABLE TAXES | | | | | |
| TOTAL AMOUNT IN RS | | | | | |
| (RUPEES IN WORDS) | | | | | |

I agree to complete the supply as per the schedule at the rates quoted by me as above.

BIDDER/SUPPLIER

SCHEDULE V
PROPOSED PHARMACY LOCATIONS IN ASSAM

| SI No. | LOCATION | ITEM NUMBER & QUANTITY | | | | | | |
|--------|---------------|------------------------|---|---|---|---|---|---|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 1 | Barpeta | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 2 | Baksa | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 3 | Cachar | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 4 | Darrang | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 5 | Dhemaji | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 6 | Dhubri | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 7 | Dima Hasao | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 8 | Goalpara | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 9 | Golaghat | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 10 | Hailakandi | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 11 | Kamrup Metro | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 12 | Kamrup Rural | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 13 | Karbi Anglong | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 14 | Karimganj | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 15 | Kokrajhar | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 16 | Lakhimpur | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 17 | Morigaon | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 18 | Nagaon | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 19 | Nalbari | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 20 | Sivasagar | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 21 | Sonitpur | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 22 | Tinsukia | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 23 | Udalguri | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 24 | Bongaigaon | 1 | 2 | 2 | 1 | 1 | 1 | 1 |
| 25 | Chirang | 1 | 2 | 2 | 1 | 1 | 1 | 1 |