

एचएलएल लाइफ़केयर लिमिटेड /HLL LIFECARE LIMITED

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

आक्कुलम फैक्टरी , श्रीकार्यम पी .ओ / AKKULAM FACTORY,SREEKARIYAM P.O.

तिरुवन्नतपुरम -695 017 / THIRUVANANTHAPURAM-695 017

फोन नं : 0471 2442642 फाक्स नं : 0471 2441383 / PHONE NO:0471 2442642; FAX NO:0471 2441383;

EMAIL: materialsft@lifecarehll.com

TENDER NO. HLL/AFT/MTLS/SILICONE FLUID/2018-19

Dated 16.02.2018

TENDER NO. HLL/AFT/MTLS/SILICONE FLUID/2018-19



INVITATION FOR BIDS

FOR

SUPPLY OF SILICONE FLUID

AT

AKKULAM FACTORY

THIRUVANANTHAPURAM – 695 017

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TENDER FORM

Sealed Price bid in the prescribed form are invited for the **Supply of Silicone Fluid – Q7-9180** to our Akkulam Factory, Trivandrum (AFT) for a period of one year (April 2018 to March 2019)

The specification, approximate quantities, packing mode are given in Annexure A and other terms & conditions in Annexure B

The details can also be had from our Website at <http://www.lifecarehll.com/tender>. The tender documents downloaded from website and in such case the tender fee should be paid by way of DD along with technical & price bid.

Last date and time of receipt of tender : 06.03.2018 : 1.00 PM

Date and time of opening tender : 06.03.2018 : 3.30 PM

JT. GENERAL MANAGER (MATERIALS)

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ANNEXURE A

SPECIFICATION & QUANTITY OF Q7-9180

SPECIFICATION :

Item Code: I101011027

Item Name: DOW CORNING Q7-9180 FLUID

Grade: Silicone Fluid (0.65cSt)

Appearance: Crystal-clear liquid

Purity: >99.0 %

Viscosity at 25°C: 0.65 mPa.s

Specific gravity at 25°C: 0.76

Flash point: -3°C

Acid number: 0.05 mg KOH/g (Max.)

Infrared identification: 564

(Match standard spectrum)

APPROXIMATE QUANTITY REQUIRED PER ANNUM

UNIT	LOCATION	QUANTITY
AKKULAM	TRIVANDRUM	81.6 KG

We hereby agree to supply the above materials as per the specification given above.

Place:

Date :

Name and signature of applicant
(With Office Seal)

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TERMS & CONDITIONS

1. The Tender should be completed in all respects and submitted along with Tender Fees (non-refundable) and EMD. Incomplete tenders are liable to be rejected.
2. Unsealed Tenders received are liable to be rejected and this will be at the sole risk of the Tenderer.
3. **Rate :**
 - (i) The rate quoted should be inclusive of (Basic rate, freight, any other charges etc) for delivery at our Stores at Trivandrum) and in the case of foreign suppliers rate should be CIF, Chennai / Cochin in the Price bid format attached as Schedule I to VI
 - (ii) The quoted rate shall be valid for a period of one year during which period no price escalation and no change in terms and conditions will be allowed on any ground.
 - (iii) In the event of failure on the part of the supplier to supply the material as per the delivery schedule or supply material at the agreed rate during the contract period, HLL would procure the material from alternate source at the risk and cost of the supplier. **In such cases, the additional cost incurred will be recovered from the supplier.**
 - (iv) Failure to supply the material for any of the above reasons will also entail forfeiture of Security Deposit and even blacklisting of the supplier for a minimum period of two years.
4. The Tender should be submitted along with **Tender Fees** (non-refundable) Rs.525.00 (inclusive of GST) for Indian bidders and for overseas bidders USD.10.00 and **EMD** of Rs.10,000/- for Indian bidders and for overseas bidders USD.150.00 in the form of DD drawn in favour of M/s. HLL Lifecare Limited, payable at Trivandrum failing which the Tender will be summarily rejected.
5. **HLL Payment Term** : Within 30 days from the date of receipt, and acceptance of material at our stores. In the case of foreign suppliers the payment Term will be "Irrevocable LC 60 days".

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6. The quantity mentioned herein is approximate annual requirement and in case the company require less / more quantity, the supplier should be prepared to effect supply at short notice at the agreed rate, terms and conditions.
7. HLL reserves the right to split up the quantity and place the order on more than a supplier and also reserves the right to accept or reject the offer without assigning any reason.
8. SSI units interested in availing exemption from payment of Tender Fees & EMD should submit a valid copy of their registration certificate issued by the concerned DIC or NSIC or UDYOG AADHAR. But the Party has to provide Security deposit if Tender is awarded to them.
9. Conditional tenders / tenders with deviation will not be considered.
10. The tender is liable to be suspended or cancelled at anytime at the discretion of the company without assigning any reason.

In the event of placing orders: -

- a. **The EMD of successful qualified bidders will be converted to Security Deposit and will be refunded at the end of contract period. The EMD of others will be returned immediately on Tender finalisation.**
- b. The remaining period of shelf life of material on arrival at HLL stores should be minimum 5/6th of the total shelf life.
- c. Test Report of the product is to be attached with each consignment batch wise specifying therein the readings of the final test.
- d. In case of rejection the material should be taken back and replaced at supplier's risk and cost within 7 days of intimation from HLL. The procedure in this regard would be as follows:-
 - i. Material shall be returned through the Transporter indicated by the supplier or through our approved Transporter on freight to-pay basis.
 - ii. Alternatively the rejected material shall be destroyed at our end.
 - iii. The cost incurred for disposal of the rejected material shall be recovered from supplier.

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- iv. The supplier is required to replace the rejected material failing which HLL reserves the right to procure the material from alternate source(s) at supplier's risk and cost.
- e. A certificate confirming that the product offered by you is environment friendly i.e., non-hazardous to the environment is to be enclosed with tender document.
- f. The supplier agrees to supply strictly as per the order terms in respect of quantity, quality and delivery schedule. HLL reserves the right not to receive material beyond the delivery date given in the order.
- g. Acceptance of the delayed supplies and excess quantity is solely at the discretion of HLL. In the case of excess supply the quantity shall be returned back through the Transporter proposed by you or our authorized transporter on freight to pay basis.
- h. The parties have to abide by delivery schedule given in the supply order strictly. Penalty @ 0.5% of value of item per week delay subject to a maximum of 7.5% of value of supply will be imposed for material supplied after the stipulated delivery period.
- i. However HLL reserves the right to return the material if the same is not delivered as per the schedule given for the supply. In the event of delay in supply of material HLL reserve the right to procure the material from alternate sources at your risk and cost.
- j. HLL reserves the right to inspect the facilities for GMP by their officials or by an authorized independent third party agency for compliance.

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k. All dispatch documents like delivery note/challan, packing list and invoice should contain the following details.

1. **Supply Order No.& date**
2. **Description of items as contained in the supply Order.**
3. **Quantity dispatched**
4. **Batch/lot No.**
5. **Manufacturing date.**
6. **Expiry date.**
7. **Total Number of Bags/box/bundles.**
8. **Test certificate**
9. **HLL's CST/TIN NO.**

The L.R No/AWB/Shipping Bill, should be intimated immediately after dispatch of the material by e-mail/fax

1. The following information shall be stencilled or labelled on the exterior of the packing in bold letters, clearly visible, at least 50mm high with waterproof ink.
 - a. Name of Product (as given in supply Order)
 - b. Batch NO.
 - c. Date of Manufacture (Month/Year)
 - d. Date of expiry (Month/Year).
 - e. Quantity
 - f. Instruction of storage and handling
 - g. Name & Address of Manufacturer
 - h. Company's address in full

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m. The following documents should accompany the consignment and shall be handed over to Manager (Stores)

1. Tax Invoice in triplicate
2. Delivery Note/Challan
3. Packing List
4. LR/AWB/Shipping Bill
5. Material Safety Data Sheet (MSDS)
6. Environment clearance certificate
7. Transport Emergency Card (TREM Card if applicable)
8. Guarantee Certificate
9. Preshipment of certificate
10. OEM Certificate

n. For Domestic suppliers mode of Transport shall be by road, unless otherwise specified. The materials shall be sent through the Transporter who has been granted a Certificate of Registration for transportation of goods as per Carriage by Road Act 2007.

o. **Payment shall be made by cheque/RTGS with in 30 days of receipt, inspection and acceptance of the material. In the case of foreign supplier the payment will be through Irrevocable LC 60 days**

p. The jurisdiction of any dispute, suits and proceedings arising out of this tender shall be only in the court of Thiruvananthapuram as the case may be.

q. **The Price Bid of new vendors and those under vendor development programme will be opened only after submission of sample and successful completion of plant trial as laid down in the vendor development protocol.**

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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 losses or damages whatsoever to be incurred or sustained including the legal cost or expenses incurred by the company by reason of non-delivery of goods 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. No quantity tolerance will be permitted in this regard unless otherwise prior approval is taken by the company before dispatching any excess quantity supplied which shall be returned back on freight to pay basis at the risk of the supplier. Responsiveness of the Bid shall be at the discretion of HLL.

The supplier shall have no right to change the quantity 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 APPLICANT
(WITH OFFICE SEAL)

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Annexure C
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Item: Silicone Fluid – Q7-9180

DECLARATION

We confirm having read and understood all the specifications, 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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PRICE BID

CONTENTS OF PRICE BID FORM

1	SCHEDULE – I	RATE SCHEDULE TO SUPPLY OF Silicone Fluid – Q7-9180 AT AFT for DOMESTIC SUPPLIERS
2	SCHEDULE – II	RATE SCHEDULE TO SUPPLY OF Silicone Fluid – Q7-9180 AT AFT for FOREIGN SUPPLIERS

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SCHEDULE - I

PRICE BID Domestic Suppliers

RATE SCHEDULE FOR THE SUPPLY OF **Silicone Fluid - Q7-9180** TO AKKULAM FACTORY, TRIVANDRUM.

PRICE PARTICULARS	AMOUNT (in INR)
BASIC COST PER KG	
FREIGHT	
GST %	
HSN CODE -	
TOTAL DELIVERED RATE AT HLL STORES	

MINIMUM TIME REQUIRED TO START THE SUPPLY AFTER RECEIPT OF LETTER OF INDENT/SUPPLY ORDERS }

VALIDITY : From **April 2018 to March 2019**

Certified that the rate quoted will hold good for one year during which period no upward revision will be asked for.

PLACE:
DATE:

NAME AND SIGNATURE OF THE TENDERER
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SCHEDULE -II

PRICE BID Foreign Suppliers

RATE SCHEDULE FOR THE SUPPLY OF **Silicone Fluid - Q7-9180** TO AKKULAM FACTORY, TRIVANDRUM.

PRICE PARTICULARS	AMOUNT (in USD) By Air - Chennai	AMOUNT (in USD) By Air - Cochin
	BASIC COST PER KG.	
FREIGHT		
TOTAL AMOUNT - USD (CFR)		

HSN CODE :

MINIMUM TIME REQUIRED TO START THE
SUPPLY AFTER RECEIPT OF LETTER OF
INDENT/SUPPLY ORDERS

}

VALIDITY : From **April 2018 to March 2019**

Certified that the rate quoted will hold good for one year during which period no upward revision will be asked for.

PLACE:
DATE:

NAME AND SIGNATURE OF THE TENDERER
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