

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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021



## **INVITATION OF TENDER**

FOR

## **FILM FILM POUCH FOR Cu T**

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

## **TECHNO-COMMERCIAL BID**

एचएलएल लाइफकेयर 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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

निविदा सूचना  
**TENDER NOTICE**

Sealed and super scribed tenders under Two Bid System (Techno-Commercial) in the prescribed form are invited for products manufactured in India/ abroad from Manufacturer(s) / Authorised agents for the **Supply of Film Film Pouch for Cu-T** to our Akkulam Factory from November 2021- March 2023.

The technical specification, approximate quantities and other terms and conditions are given in the Tender documents, which can be downloaded from our website at [www.lifecarehll.com](http://www.lifecarehll.com).

The Price Bid of those Tenderers who qualify in the Technical Bid only will be opened. The date and time of opening of Price bid will be intimated separately. The Price Bids of Tenderers who do not qualify in the Technical bid evaluation will be returned unopened. 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.

The last date & time of receipt of Bid : **11.10.2021, 1.00 pm**  
Date of opening of bid : **11.10.2021, 3.00 pm**

The bids shall be submitted with the respective Tender no., complete in all respect, addressed to **Joint General Manager (Materials) HLL LIFECARE LIMITED, AKKULAM FACTORY, THIRUVANANTHAPURAM - 695017** and should reach us on or before the last date and time mentioned in the Tender Notification. HLL shall not be responsible for the delay, if any, in the delivery of the bidding documents or non-receipt of the same.

**संयुक्त महाप्रबंधक (सामग्री) / JT. GENERAL MANAGER (MATERIALS)**

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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

## **CONTENTS OF BID DOCUMENT**

### **I. INSTRUCTION TO BIDDERS:**

### **II. TECHNICAL BID FORMS**

1. Schedule A - Specification & Quantity
2. Schedule B - Minimum eligibility criteria & Questionnaire
3. Schedule C - Questionnaire - General information of the Manufacturer / Supplier
4. Schedule D - Terms & conditions
5. Schedule E - Questionnaire for Vendor Development
6. Schedule F - Declaration accepting Terms and Conditions of the Tender
7. Schedule G - Bid Security Declaration Form

### **III. PRICE BID FORMS**

1. SCHEDULE I - RATE SCHEDULE FOR THIRUVANANTHAPURAM  
(For Domestic suppliers)
2. SCHEDULE II - RATE SCHEDULE FOR CIF THIRUVANANTHAPURAM  
(For Overseas Bidders)

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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

### **INSTRUCTIONS TO BIDDERS**

- a. The Bid is intended to procure material as per specification in Schedule A
- b. The Bid consist of two parts:
  - a. Technical Bid
  - b. Price Bid

The Technical Bid should be accompanied by Earnest Money Deposit (EMD) of **Rs.2,50,000/-** and in case of foreign suppliers **USD. 3500**, and Tender fee of Rs 590/- in the form of either DD drawn in favour of M/s. HLL Lifecare Limited payable at Trivandrum/ or by NEFT/ RTGS in the HLL account given below:

**Name of Bank:** State Bank of India  
**A/c number:** 30307559515  
**IFSC Code:** SBIN0004350  
**Branch name:** Commercial Branch, Thycaud, Thiruvananthapuram

Document of the above payment shall be kept along with bid document, failing which the tender is likely to be summarily rejected.

SSI/MSME units interested in availing exemption from payment of Tender Fee & EMD should submit a valid copy of their MSME /Udyog Aadhaar registration certificate as mentioned in the NIT and also have to submit the Bid Security Declaration. But the Party has to provide Security deposit if Tender is awarded to them. **Security deposit will be 3% of the order value subject to a maximum of Rs.2,00,000.00.**

**NOTE: MSME bidders have to sign a Bid Security Declaration form in (Schedule – G) accepting that if they with draw or modify the bids during period of validity etc , they will be suspended for the time specified in tender documents.**

25% of annual procurement value will be sourced from Micro and Small Enterprises (MSE), out of which 4% is earmarked for procurement from MSE's owned by SC or ST entrepreneurs and 3% is earmarked for procurement from MSE's owned by Women entrepreneurs. In the event of failure of SC or ST or Women entrepreneurs to participate in tender or meet tender requirements/conditions regarding price the same will be sourced from other MSE enterprises.

Startup units interested in availing exemption from payment of tender fee & EMD shall submit a valid copy of Registration Certificate from Department of Industrial Policy & Promotion as per NIT. But the party has to provide security deposit if Tender is awarded to them.

**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 फ़ाक्स नं : 0471 2441383 / PHONE NO:0471 2442642; FAX NO:0471 2441383;  
EMAIL: [materialsft@lifecarehll.com](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

c. Technical & Price Bids should be in separate sealed covers. Technical and Price Bids shall be superscribed as "Technical Bid " and "Price Bid" on the respective covers in order to clearly identify between the two Bids. These two bids should be submitted in a single sealed cover with the respective Tender No. mentioned thereon, complete in all respect, addressed to the Joint General Manager (Materials) HLL Lifecare Limited , Akkulam Factory, Sreekariyam P.O., Trivandrum – 695 017, on or before the due date and time mentioned in the Tender Notification. HLL shall not be responsible for any delay, if any, in the delivery of the bidding document or non-receipt of the same. The validity of the bid is for two years .

d. Bids received after the deadline for submission shall not be considered. The Bidder is expected to examine all specifications, Instructions, Forms, Terms and conditions given in the Bidding documents. Failure to furnish all information required in the Bidding documents or submission of a Bid not substantially responsive to the bidding documents in every respect will be at the Bidders risk and may result in rejection of the Bid

e. Any clarification required will have to be obtained one week prior to the Date of opening of the Technical Bid.

f. A certificate/Declaration as given in Schedule F stating that ALL TERMS AND CONDITIONS of this Tender is acceptable should accompany the tender failing which the tender is likely to be summarily rejected.

g. The quantity mentioned herein are approximate annual requirement with staggered delivery and in case less or more quantity is required the suppliers should be prepared to effect supply at short notice on the same terms and conditions.

(h). The Price Bid of those Tenderers who qualify in the Technical Bid only will be opened. The date and time of opening of price bid will be intimated separately.

(i) The Price Bid of new vendors (Schedule E) 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.

(j) The Price Bids of Tenderers who do not qualify will be returned unopened.

(k) The HLL Lifecare Limited reserves to themselves the right of accepting the whole or any part of the tender and bidder shall be bound to perform the same at his quoted rates. HLL reserves right to cancel in part or whole the tender without assigning any reason.

एचएलएल लाइफकेयर 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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

SCHEDULE- A  
Page 1 of 2

TECHNICAL BID

**SPECIFICATION & QUANTITY OF Film Film Pouch for Cu-T**

Item Name: FILM FILM POUCH

specification:

Pouch IUD - Unprinted (Film to Film)""

1) Material: PET/PE film

Bottom Film: 67.5+/- 5 micron

Top Film: 67.5+/- 5 micron

2) External Pouch Width: 68 mm (tolerance: +2mm, - 1mm)

3) External Pouch Length: 275 mm (tolerance: +5mm, - 1mm)

4) Internal Pouch Length: 245 to 250 mm

5) Seal width: 6.5 mm to 8.00 mm

6) Type: 3 sides sealed Peelable pouch (one end chevron sealed)

7) Peel Force:

Chevron Seal: 4.5 to 14 N ( to be tested as per ASTM-F 88/F 88 M, test speed 200mm/min.

Side Seal: 6 to 14 N ( to be tested as per ASTM-F 88/F 88 M, test speed 200mm/min.

8) Pouch Integrity: Should withstand 550 mm of Hg pressure for 30 seconds as per ASTM D 3078.

9) Minimum sterility assurance period: 5 Years

10) Sterilization requirement: Compatible for Gamma Radiation sterilization

11) Packaging materials shall comply with ISO 11607 Part 1.

12) Packaging: 100-200 nos. of such pouches packed inside PE cover and such covers are kept inside well-closed bundles/cartons and do not damage during transit.

APPROXIMATE QUANTITY REQUIRED PER ANNUM

UNIT	LOCATION	QUANTITY IN PCS
AKKULAM	TRIVANDRUM	80,00,000

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 फ़ाक्स नं : 0471 2441383 / PHONE NO:0471 2442642; FAX NO:0471 2441383;  
EMAIL: [materialsft@lifecarehll.com](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE- A**  
**Page 2 of 2**

Test certificate be obtained from the supplier for each consignment of material as per all the above Specification. If one consignment contains different lots, separate test certificate be obtained for each lot.

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

PLACE:  
DATE:

NAME & SIGNATURE OF THE APPLICANT  
(WITH OFFICE SEAL)

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 फ़ाक्स नं : 0471 2441383 / PHONE NO:0471 2442642; FAX NO:0471 2441383;  
EMAIL: [materialsft@lifecarehll.com](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE B**  
**Page 1 of 2**

**Minimum Eligibility Criteria**

**Material: FILM FILM POUCH**

- 1) The Annual production capacity should be sufficient to meet HLL requirement.
- 2) The vendor should have at least 3 year of experience in supplying the material.
- 3) Vendors are required to submit Annual Financial Statement of last three years.
- 4) The vendor should be a manufacturer/authorized agent. In the case of an authorized agent, the following documents to be enclosed.
  - a. Letter from the manufacturer authorizing them to participate in the tender should be furnished.
  - b. Letter from the manufacturer stating that the product being offered is as per the specification given in Schedule A of the tender.

**NOTE: -**

- a. Vendors whose name appear in our list of approved vendors shall stand qualified in the Technical Bid, if they meet the above minimum eligibility criteria.
- b. Being Medical Grade product the Vendors who are new to HLL will have to undergo **vendor development process as per HLL protocol for the qualification of material, even if they fulfil the minimum eligibility criteria.**
- c. Vendors who do not meet the minimum eligibility criteria will be disqualified and their Price bids will not be opened



**एचएलएल लाइफकेयर 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](mailto:materialsft@lifecarehll.com)**

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE B**  
**Page 2 of 2**

**QUESTIONNAIRE TO BE FILLED FOR MINIMUM ELIGIBILITY CRITERIA**

**Material: Film Film Pouch for Cu-T**

1.	Are you a manufacturer?	YES/NO
2.	Are you an authorised agent? In case of authorised agent following documents from the Principal supplier should have to be enclosed Letter confirming the agency from the Manufacturer valid for 2021-23 Letter from the manufacturer that they also agree to abide by all the terms and conditions of this tender	YES/NO
3.	What is your annual production / process capacity? Out of the above how much can you supply to HLL per month?	
4.	Do you have testing facility to check HLL's parameters? If yes, will you be issuing test certificates for each Sample / batch /lot	YES/NO
5.	Do you have minimum one year experience in supplying this item?	YES/NO
6.	Are you an existing supplier to HLL? And if yes, Since when	YES/NO
7.	Are you an approved vendor of Akkulam Factory? (If not please fill the <b>Schedule E</b> and submit with at least <b>200 pcs</b> of samples)	YES/NO
8.	EMD furnished or not	YES/NO
9.	Tender Fee furnished or not	YES/NO
10.	Declaration as per Schedule F	YES/NO
11.	Are you an MSME bidder, if so Have you submitted the bid security declaration ( Schedule – G) form	YES/NO
12.	What is your Annual Turnover for the last three years?	

All the information provided herein are true & correct

PLACE:  
DATE:

NAME & SIGNATURE OF THE APPLICANT  
(WITH OFFICE SEAL)

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 फ़ाक्स नं : 0471 2441383 / PHONE NO:0471 2442642; FAX NO:0471 2441383;  
EMAIL: [materialsft@lifecarehll.com](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

SCHEDULE - C  
Page 1 of 2

### TECHNICAL BID

#### General information of the manufacturer / supplier

1. Name & Address of the Supplier with :
  - (a) Telephone No.
  - (b) E-mail Address
  - (c) Name of contact person
  - (d) Whether proprietary/partnership/  
Limited company.
  - (e) Specify whether SSI / MSME unit
  - (f) If Yes, please specify if your unit is owned by :  
SC/ST /Women entrepreneur
  - (g) Specify whether Startup unit :
2. How many years have you been in the :  
business of manufacturing/selling?
3. (a) What is your annual production capacity :  
(b) Indicate the quantity you can supply HLL :  
per month
4. What would be the minimum period :  
required to deliver the ordered quantity  
from the date of confirmed purchase order?
5. Have you been a supplier to any Blood Bag :  
Manufacturer, if so give details of the  
name, address, quantity and values of  
orders received and executed during the  
last three years? (Attach separate sheet)

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 फ़ाक्स नं : 0471 2441383 / PHONE NO:0471 2442642; FAX NO:0471 2441383;  
EMAIL: [materialsft@lifecarehll.com](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE – C**  
**Page 2 of 2**

**General information of the manufacturer / supplier**

6. Furnish the name and address of the :  
Transporter through whom the rejected  
material is to be returned on freight to pay basis
7. What is your Annual Turn Over during the :  
last 3 years?
8. Details of Tax Registration: -
- a) GST NO :
- b) HSN Code of the Item :
- c) PAN No :

All the information provided herein is true & correct.

PLACE:  
DATE :

NAME & SIGNATURE OF THE APPLICANT  
(WITH OFFICE SEAL)

एचएलएल लाइफकेयर 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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE – D**  
**Page 1 of 7**

**TERMS & CONDITIONS**

1. The Tender should be complete in all respects and submitted along with EMD. Incomplete tenders are liable to be rejected.
2. Unsealed Tenders received are liable to be rejected, so necessary precautions should be taken in this regard by the Tenderer.
3. **Rate :**
  - (i) The rate quoted should be all inclusive rate (freight and taxes etc.) for delivery at our Stores at Trivandrum in the Price bid format attached as Schedule I & II of price bid.
  - (ii) The quoted rate shall be valid for a period of one year during which no price escalation or change in terms and conditions will be allowed on any grounds.
  - (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 and the risk & cost involved will be borne by the defaulting 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 Technical Bid should be accompanied by Earnest Money Deposit (EMD) of **Rs.2,50,000/-** and in case of foreign suppliers **USD. 3500** and Tender fee of Rs 590/- in the form of either DD drawn in favour of M/s. HLL Lifecare Limited payable at Trivandrum/ or by NEFT/ RTGS in the HLL account given below:

**Name of Bank:** State Bank of India  
**A/c number:** 30307559515  
**IFSC Code:** SBIN0004350  
**Branch name:** Commercial Branch, Thycaud, Thiruvananthapuram

Document of the above payment shall be kept along with bid document, failing which the tender is likely to be summarily rejected.

एचएलएल लाइफकेयर 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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE – D**

**Page 2 of 7**

SSI/MSME units interested in availing exemption from payment of Tender Fee & EMD should submit a valid copy of their MSME /Udyog Aadhaar registration certificate as mentioned in the NIT and also have to submit the Bid Security Declaration. But the Party has to provide Security deposit if Tender is awarded to them. **Security deposit will be 3 % of the order value subject to a maximum of Rs.2,00,000.00.**

**NOTE: MSME bidders have to sign a Bid Security Declaration form in (Schedule – G) accepting that if they with draw or modify the bids during period of validity etc , they will be suspended for the time specified in tender documents.**

25% of annual procurement value will be sourced from Micro and Small Enterprises (MSE), out of which 4% is earmarked for procurement from MSE's owned by SC or ST entrepreneurs and 3% is earmarked for procurement from MSE's owned by Women entrepreneurs. In the event of failure of SC or ST or Women entrepreneurs to participate in tender or meet tender requirements/conditions regarding price the same will be sourced from other MSE enterprises.

Startup units interested in availing exemption from payment of tender fee & EMD shall submit a valid copy of Registration Certificate from Department of Industrial Policy & Promotion as per NIT. But the party has to provide security deposit if Tender is awarded to them.

5. **Payment** : Within 30 days from the date of receipt, and acceptance of material at our stores.  
Normally HLL does not entertain any advance payment. However the bidder can indicate advance payment in the payment terms, if required. In such cases, bid will be evaluated by calculating interest earned for the advance payments at prevailing rate of interest on working capital for HLL up to the supply of equipment at HLL site or any other clause indicated in payment terms. Moreover such advance payment will be released against submission of Bank Guarantee, on specific format given by HLL from a nationalized/scheduled bank for the amount valid up to the supply of equipment at HLL.
6. The Purchaser may, at its discretion, extend the date & time for the submission of bids by amending the bid documents in which case all rights & obligations of the Purchaser & bidders shall the subject to the extended date and time.
7. 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.

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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE – D**  
**Page 3 of 7**

8. 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.
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.

**11. In the event of placing orders: -**

The EMD of successful bidders will be adjusted against Security Deposit and will be refunded at the end of contract period. **The EMD of others (non-qualified) will be returned immediately after awarding of Tender.**

- a. The remaining period of shelf life of material on arrival at HLL stores should be minimum 5/6<sup>th</sup> of the total shelf life.
- b. Test Report of the product is to be attached with each consignment batch wise specifying therein the readings of the final test.
- c. 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 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.
  - 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.
- d) A certificate confirming that the product offered by you and packing material is environment friendly i.e., non-hazardous to the environment is to be enclosed with tender document.

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE – D**  
**Page 4 of 7**

- e) 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.
- f) 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.
- g) 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.
- h) 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.
- i) HLL reserves the right to inspect the facilities for GMP by their officials or by an authorized independent third party agency for compliance.
- j) 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 Cylinders/Carbouys/bags/box/bundles.
8. Test certificate
9. HLL's GST & PAN No.

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

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 फ़ाक्स नं : 0471 2441383 / PHONE NO:0471 2442642; FAX NO:0471 2441383;  
EMAIL: [materialsft@lifecarehll.com](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE – D**  
**Page 5 of 7**

- k) 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.
- Name of Product (as given in supply Order)
  - Batch NO.
  - Date of Manufacture (Month/Year)
  - Date of expiry (Month/Year).
  - Quantity
  - Instruction of storage and handling
  - Name & Address of Manufacturer
  - Company's address in full
- l) The following documents should accompany the consignment and shall be handed over to Stores Dept.

- 1. Tax Invoice in triplicate**
- 2. Delivery Note/Challan**
- 3. Packing List**
- 4. LR/AWB/----**
- 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**

m) 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.

n). The jurisdiction of any dispute, suits and proceedings arising out of this tender shall be only in the court of Thiruvananthapuram.



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 फ़ाक्स नं : 0471 2441383 / PHONE NO:0471 2442642; FAX NO:0471 2441383;  
EMAIL: [materialsft@lifecarehll.com](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE – D**  
**Page 6 of 7**

12. **Annual purchase quantity** will be shared to the **suppliers @ ratio, as below.**  
Normally 60% of quantity will be allocated to L1 party, and balance 40% shall be allotted among the vendors who are matching the L1 rate. However, the company reserves the right to decide on the allocation of Order Quantity on case to case basis.
13. The Vendor / Manufacturers shall notify HLL regarding the changes in the purchasing product prior to the implementation of any changes or deviations in the internal process of product parameters. Since it may affect quality of product, to meet HLL's specified purchase requirement.

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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE – D**  
**Page 7 of 7**

**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 on 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)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE – E**  
**Page 1 of 2**

**QUESTIONNAIRE FOR VENDOR DEVELOPMENT**  
(TO BE FILLED BY NEW VENDORS)

**NAME OF PRODUCT:**

1. Name & Address of the Manufacturer :
  - (a) Telephone No.
  - (b) E-mail Address
  - (c) Name of contact person
  - (d) (i) Whether proprietary/partnership/Limited company.  
(ii) Furnish Name/'s,  
Address,  
Phone No:  
(of Proprietor/ Managing partner/ M.D / Director's)
  - (d) Specify whether SSI / MSE unit : Yes/No
  - (e) If Yes, pl specify if your unit is owned by  
SC/ST/Women entrepreneur : Yes/No
  - (g) Specify whether start up unit? : Yes/No
- 2) Details of tax registration :-
  - a) GST No. :
  - b) PAN No. :
- 3) Name & Address of your Banker(s)
  - Account no. :
  - Swift Code :
- 4) Annual Turn over (Last three year) :
- 5) Do you have a Quality Control department. If yes, give the details of the facilities. : Yes/No
- 6)
  - a) Do you have inspection for incoming materials : Yes/No
  - b) Do you have in process inspection facilities : Yes/No
  - c) Do you have final inspection of the product : Yes/No

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 फ़ाक्स नं : 0471 2441383 / PHONE NO:0471 2442642; FAX NO:0471 2441383;  
EMAIL: [materialsft@lifecarehll.com](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE – E**  
**Page 2 of 2**

- 7) Do you have any accreditation : Yes/No  
(a)ISO 9001 & ISO 13485  
(b)Any National/International Laboratory/Authority  
Certification  
If 'Yes', give details along with a copy of certificate issued  
by them.
- 8) Do you have an environmental policy / ISO 14001 certification? : Yes / No  
If yes, please give the details.
- 9) Furnish the details of testing equipments:
- 10) Have you been assessed previously by HLL : Yes/No
- 11) List of customers  
a) Government Dept. / PSU's  
b) Private Sector
- 12) Have you furnished the sample to HLL? : Yes/No

Place :

Date :

**NAME AND SIGNATURE OF THE VENDOR**

(Office Seal)

This is to be filled up by HLL LIFECARE LIMITED, THIRUVANANTHAPURAM

Recommendation/Remarks of the committee

Committee Members:

1.Head of Quality Control/Head of Technical Services and Material Testing

2.Head of User Department

3.Head of Purchase Department

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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE - F**  
Page 1 of 1

**TECHNICAL BID**

**Item: Film Film Pouch for Cu-T**

**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.

SIGNATURE SEAL OF THE APPLICANT

NAME AND ADDRESS OF APPLICANT

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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE - G**  
Page 1 of 1

**Bid Security Declaration Form**

Date: \_\_\_\_\_ Tender No. \_\_\_\_\_

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration) Name:  
(insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder) Dated on  
\_\_\_\_\_ day of \_\_\_\_\_ (insert date of signing)

Corporate Seal (where appropriate)

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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021



**ITEM: Film Film Pouch FOR CU-T**

**TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23**

**PRICE BID**

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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

## **CONTENTS OF PRICE BID FORMS**

For

Film Film Pouch for Cu-T

1. SCHEDULE I - RATE SCHEDULE FOR THIRUVANANTHAPURAM, KERALA (For Domestic Bidders)
2. SCHEDULE II - RATE SCHEDULE FOR, THIRUVANANTHAPURAM, KERALA ( For Overseas Bidders)



एचएलएल लाइफकेयर 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](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE - I**  
Page 1 of 1

**PRICE BID – RATE SCHEDULE FOR SUPPLY TO AKKULAM FACTORY,  
THIRUVANANTHAPURAM, KERALA (For Domestic Bidders) FOR FILM FILM POUCH**

PRICE PARTICULARS	AMOUNT (in INR)
BASIC PRICE/ PIECE	
FREIGHT	
OTHERS – SPECIFY (.....)	
GST % WITH HSN CODE	
TOTAL DELIVERED RATE AT HLL STORES	
Rupees....	

Minimum time required to start the supply after receipt  
of letter of intent/supply orders (Lead Time from date of PO) }

Validity : **Two Year (November 2021 to March 2023)**

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

PLACE:  
DATE:

NAME & SIGNATURE OF THE APPLICANT  
(WITH OFFICE SEAL)

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 फ़ाक्स नं : 0471 2441383 / PHONE NO:0471 2442642; FAX NO:0471 2441383;  
EMAIL: [materialsft@lifecarehll.com](mailto:materialsft@lifecarehll.com)

TENDER NO. HLL/AFT/PUR/Cu-T/FFP/2021-23

Dated 25/09/2021

**SCHEDULE - II**  
Page 1 of 1

**PRICE BID – RATE SCHEDULE FOR SUPPLY TO AKKULAM FACTORY,  
THIRUVANANTHAPURAM, KERALA (For Overseas Bidders) FOR FILM FILM POUCH**

PRICE PARTICULARS	AMOUNT( in USD) Cochin – By Air	AMOUNT ( in USD) Cochin - By Sea
BASIC PRICE (COST) /PIECE		
INSURANCE		
FREIGHT		
HSN CODE		
<b>TOTAL AMOUNT – USD</b>		

Minimum time required to start the supply after receipt  
of letter of intent/supply orders (Lead Time from date of PO) }

Validity : **Two Year (November 2021 to March 2023)**

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

PLACE:  
DATE:

NAME & SIGNATURE OF THE APPLICANT  
(WITH OFFICE SEAL)