



**HLL Lifecare Limited**

(A Government of India Enterprise)

**एचएलएल लाइफ़केयर लिमिटेड**

(भारत सरकार का उद्यम)

**Kakkanad Factory, Cochin**

**TENDER NO. : HLL/PUR/ LOCAL TRANSPORTATION /2017-2018**

**DATED: 07/02/2017**

**TENDER FORM**

**SUB: - PROVIDING VEHICLES FOR TRANSPORTATION OF MATERIALS.**

Sealed Tenders are invited in prescribed format for supply of the following vehicles for a period of one year starting from 1<sup>st</sup> April 2017 as detailed below for local transportation / collection of goods & materials from & to HLL facilities at the following locations or within Kerala. Being a SEZ unit, we are exempted from any sort of taxes.

**Vehicle requirement:**

Sl. No.	Destination	Category of Vehicle				
		14 FT	18 FT	20 FT	ACE	Dosth
1	To HLL Peroorkada Factory, Trivandrum (Oneway)					
2	To HLL Peroorkada Factory, Trivandrum (To & from)					
3	To HLL Lifecare Limited Irapuram Factory, Perumbavour, Ernakulam (One Way)					
4	To HLL Lifecare Limited Irapuram Factory, Perumbavour, Ernakulam (To and Fro)					
5	To Godown Kalamassery, Cochin					
6	To Willington Island,					

	Ernakulam					
7	To Cochin Airport, Nedumbassery					
8	To Godown, Kumarapuram, Trivandrum					

The tender documents can be collected from the office of the undersigned between 10.00 A.M. to 3.00 P.M. on all office working days up to 13/03/2017 (2.00 P.M.)

The tender documents can also be downloaded from our Website:  
[www.lifecarehll.com](http://www.lifecarehll.com).

The last date of issue of Tender documents : 13.03.2017, 2.00 PM

The Last date of receipt of Tenders : 13.03.2017, 3.00 PM

Date of opening of Tenders : 15.03.2017, 2.30 PM



**Dy. Manager (Purchase & Stores)**

## TERMS AND CONDITIONS

Page 1 of 3

1. The Contractor should be the owner of the vehicle – Trucks, Pick up auto, TATA ACE / similar type of vehicle. In case of Firm/Company the vehicle can be owned by the Firm/Company. The vehicles should be roadworthy, in good condition, and should have fully covered type, valid registration, road permit, records of having paid road tax and insurance, to carry out Transportation of Goods and materials as mentioned.
2. The vehicle offered should have valid fitness certificate issued by RTO and the bidder should submit copy of RC Book, Road Tax and Insurance paid Certificate, Fitness Certificate, Goods carriage permit and Pollution Certificate duly self attested along with Tender document. The odometer of the vehicle should be in working condition and in case any defect occurs, it shall be rectified within 3 days after making alternate arrangements to perform the work undertaken
3. The vehicle should be registered within 7 years (maximum) prior to the date of Tender publication and the vehicle should closed type.
4. The Contractor should ensure that the goods and materials transported is protected from dust, rain, pilferage, etc by proper covering till the materials are unloaded at the locations specified from time to time. In case of any loss or damage to the goods in transit, the cost of the material along with penalty equal to 3 times the cost will be recovered from the contractor, from the amount payable to him/her or from security deposit made by him/her to the Company.
5. The Contractor should have valid Service Tax Registration and produce copy of the Registration Certificate to the Company before commencement of the Work.
6. The breakup of the rate should be furnished in the price bid. Income tax as applicable will be deducted and service tax is exempted being SEZ unit.
7. The Contractor shall submit bills for payment and the bills will be paid within 15 days of receipt of the bills.
8. The Drivers engaged by the contractor should be experienced and should have valid driving license and badge. They should have good character and conduct. In case the Company desires to change the driver, the contractor should provide substitute immediately.

Necessary Insurance coverage should be taken by the contractor for the drivers and cleaners engaged by him.

9. There shall be no employer employee relation between the HLL and the driver and cleaner. The whole supervision and control of driver and cleaner shall be with the contractor. They shall be employees of the owner of the vehicle (Contractor).
10. The rate for the vehicles should be quoted considering the distance indicated for each category of vehicle.
11. In case of failure to place vehicle on any working day, pro-rata rent along with penalty @15% of per day rent will be recovered. Pro rata rent will be calculated by dividing the agreed monthly rate divided by the number of days of the month.
12. The company retains the right to have a panel of transporters and allocate loads to the transporter in the panel as per requirement.
13. Tender forms can be collected from the **Purchase Department**, HLL Lifecare Limited, Plot No.16/A-1,CSEZ, Kakkanad, Cochin-682037. between 10.00 am and 3.00 pm from 10/02/2017. The documents can also be downloaded from our website ([www.lifecarehll.com](http://www.lifecarehll.com)).
14. The Contractor shall deposit **Rs. 25,000/-** towards Security Deposit. The successful bidder/s are required to furnish the security deposit within 15 days of award of work and execute an agreement on stamp paper of Rs.150/-(to be produced by the contractor) based on which only payment will be released. The draft of the agreement to be signed is available with the HR Dept of the Kakkanad Factory and the contractor can refer and understand it before submitting bid for the tender.
15. **Forfeiture of Security Deposit:** The security deposit shall be forfeited, in the event of failure on the part of contractor to place truck regularly as per requirement / make available the required number of trucks or failure to execute the work during the contract period. Further such contractor/s may also be blacklisted / barred from participating in HLL's future tenders for a period of two years.
16. The rate quoted should be firm for a period of one year from the date of work order and no revision/escalation will be considered except in the case of increase or decline in fuel price by more than Rupee one, in the manner as given below:

**Diesel / Petrol rate increase /decrease calculation:**

a) Rate of the diesel / petrol at COCHIN on the tender opening date will be considered as base rate for rate revision (R1).

b) Amount for rate revision(A) :

$$\text{Rate change per litre (R1-R2) X } \frac{\text{Total No of KM run}}{\text{Running KM per litre}}$$

Revised rate =Quoted rate + (A) in case of hike in rate and  
Quoted rate - (A) in case of decrease in rate

The running KM per liter of diesel / petrol will be computed for various categories of vehicles as under:-

- c) Truck - 7 KM
- d) TATA ACE /similar type of vehicle- 20 KM
- e) Pick up auto - 20KM

Rate revision on account of change in fuel price will be allowed based on the above calculation from the date of fuel revision and the same will be considered once in every quarter. **The request for the revision should be submitted before 30<sup>th</sup> of the 1<sup>st</sup> month of the next quarter. Request submitted after this date will be rejected.**

17. Tenders duly completed in all respects should be submitted to DM (Purchase & Stores), HLL Lifecare Ltd., Plot No.16/A-1, CSEZ, Kakkanad, Cochin latest by 3.00 pm on 13/03/2017. The Tender will be opened at 2.30 p.m. on 15/03/2017 the same day in the presence of Tenderers.
18. Tender by fax/e-mail will not be accepted.
19. The Company shall not be liable for the delay in submission of tenders after the due date specified above due to any reason including Postal delays etc.
20. The Unit Chief of Kakkanad Factory, Cochin, reserves the right to cancel or reject the Tender fully or partially, without assigning any reason and his decisions will be final and binding on all Tenderers.
21. HLL will have the right to cancel the contract at any point of time, after giving 3 months notice

**Dy. MANAGER (PURCHASE & STORES)**

**HLL LIFECARE LTD  
(A GOVERNMENT OF INDIA ENTERPRISE)  
PLOT NO. 16/A-1, CSEZ, KAKKANAD, COCHIN-682037**

**PRICE BID**

**SUPPLY OF VEHICLES FOR TRANSPORTATION OF GOODS AND MATERIALS  
FROM HLL KFC AND TO HLL FACILITIES TO AT THE FOLLOWING  
LOCATIONS OR WITHIN KERALA.**

**TENDER NO. : HLL/PUR/ LOCAL TRANSPORTATION /2017-2018  
DATED: 10/02/2017**

**1. Name & Address of the Tenderer:**

Email:

Ph: Res:

Mob.:

PAN No:

Service tax registration No.

**2. Details of security deposit paid :**

**3. Details of Vehicle owned by the tenderer.**

Sl. No.	Destinations	Rates of Category of Vehicle				
		14 FT	18 FT	20 FT	ACE	Dosth
1	To HLL Peroorkada Factory, Trivandrum (Oneway)					
2	To HLL Peroorkada Factory, Trivandrum (To & from)					
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5	To Godown Kalamassery, Cochin					
6	To Willington Island, Ernakulam					
7	To Cochin Airport, Nedumbassery					
8	To Godown, Kumarapuram, Trivandrum					

The rate quoted should be firm for a period of one year from the date of Work Order. No escalation in rate will be considered during the contract period except in case of increase or decrease in fuel price. Rate revision on account of change in fuel price will be allowed based on the calculation provided in the tender.

Signature of Tenderer with seal :

Date: