

एचएलएल लाइफकेयर लिमिटेड **HLL LIFECARE LIMITED**  
भारतसर्कार का उद्यम (**A GOVT.OF INDIA ENTERPRISE**)  
पेरूरकडा.पि.ओ.. PEROORKADA. P.O,  
तिरुवनंतपुरम -695005 **THIRUVANANTHAPURAM-695005**  
PHONE NO: 0471 2539329, 0471 2435013;  
EMAIL:materialspft@lifecarehll.com,materialsnft@gmail.com

**Tender No : HLL/PFT/IP/CW/2025**

**Date:07.02.2025**

**NOTICE INVITING e-EXPRESSION OF INTEREST (EOI)**  
**FOR**  
**EMPANELMENT OF CONTRACTORS- CIVILWORKS**  
**(REFURBISHMENT / RENOVATION / REPAIRS & MAINTENANCE**  
**WORKS)**

**EOI Ref: HLL/PFT/IP/CW/2025**

**e-Tendering**



**HLL Lifecare Limited**  
(A Govt. of India Enterprise)  
**Peroorkada Factory, Peroorkada,**  
**Thiruvananthapuram, Kerala, India -695 005**  
Tel: +0471 2431037,  
Website –[www.lifecarehll.com](http://www.lifecarehll.com)

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**EOI NOTICE**

Dear Sirs,

Subject: Empanelment of contractors- civil works (refurbishment / renovation / repairs & maintenance works).

Expression of interest (eoi) in sealed form are invited for empanelment of of contractors- civil works (refurbishment / renovation / repairs & maintenance works) as per Terms and Conditions as enclosed.

SI No	Particulars	Description
1	Name of Item/Work	<b>Empanelment of contractors- civil works (refurbishment / renovation / repairs &amp; maintenance works).</b>
3	Bid submission fee/Tender fee	Rs.560 /- ( Rs.500 + 12% GST)
5	Eligibility criteria for Bidders	As per Tender document
6	Last date and time for online submission of bids	27.02.2025,15:00hrs
7	Date and time of opening of e-tender	28.02.2025,15:30hrs
8	HLL A/c Details for payment of Tender Fees (Payment mode: NEFT/RTGS)	Name of Bank: State Bank of India A/c number: 57007696531 IFSC Code: SBIN0070502 Branch name: New Administrative Complex, Poojappura, Trivandrum

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**PRESS NOTICE**

**NOTICE INVITING e-EXPRESSION OF INTEREST (EOI)**

**FOR**

**EMPANELMENT OF CONTRACTORS- CIVILWORKS  
(REFURBISHMENT / RENOVATION / REPAIRS & MAINTENANCE WORKS)**

**Expression of Interest [EOI] No.: HLL/PFT/IP/CW/2025 Dtd 07-02-2025**

HLL Lifecare Limited [HLL], invites online Expression of Interest from eligible contractors for the CIVIL WORKS, REFURBISHMENT / RENOVATION / REPAIRS & MAINTENANCE WORKS for its Factory at Peroorkada. The empanelment is for the following categories:

Sl.No.	Category	Job Value
	<b>Civilworks</b>	
1	Category-A	Large scale projects value more than Rs.250Lakh for Civil construction and other allied Services. Contractors having CLASS A Departmental License.
2	Category-B	Medium scale projects value up to Rs.250Lakh for Civil construction and allied services. Contractors with CLASS B Departmental License.
3	Category-C	Small scale projects value up to Rs.100Lakh for Civil construction and other allied Services. Contractors with CLASS C Departmental License.

**The EOI document shall be available online from 07.02.2025**

For submission & other EOI details, please refer detailed EOI available on websites

[www.lifecarehll.com](http://www.lifecarehll.com), e-ProcurementSystem at NIC's (CPP Portal)  
<https://etenders.gov.in/e procure/app>

Corrigendum/amendments etc., if any, will be notified on these websites only and separate advertisement will not be made for the same.HLL reserves the right to accept or reject any application without assigning any reason or incurring any liability whatsoever.

**ED (COMMERCIAL &BO) i/c**

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**SECTION I**

**NOTICE INVITING e-EXPRESSION OF INTEREST (Nie-EOI)  
FOR**

**EMPANELMENT OF CONTRACTORS- CIVILWORKS  
(REFURBISHMENT / RENOVATION / REPAIRS & MAINTENANCE WORKS)**

HLL Lifecare Limited (HLL), is a Mini Ratna Government of India Enterprise, under the Ministry of Health & Family Welfare, with its corporate office at HLL Bhavan - Corporate Head Office, Poojappura – PO, Thiruvananthapuram – 695012 and having one of its factory at Peroorkada P.O, Thiruvananthapuram -695 005 invites online EOI invites online Expression of Interest from eligible contractors for the CIVIL WORKS, REFURBISHMENT/ RENOVATION/ REPAIRS & MAINTENANCE WORKS for its Factory at Peroorkada. The empanelment is for the following categories:

Sl.No.	Category	Job Value
	<b>Civilworks</b>	
1	Category–A	Large scale projects value more than Rs.250 Lakh for Civil construction and other allied Services. Contractors having CLASS A Departmental License.
2	Category–B	Medium scale projects value upto Rs.250 Lakhfor Civil construction and allied services. Contractors with CLASS B Departmental License.
3	Category–C	Small scale projects value upto Rs.100 Lakh for Civil construction and other allied Services. Contractors with CLASS C Departmental License.

For submission & other details, please refer detailed EOI available on websites [www.lifecarehll.com](http://www.lifecarehll.com), e-Procurement System at NIC's (CPP Portal) <https://etenders.gov.in/e procure/app>

HLL reserves the right to accept or reject any application without assigning any reason or incurring any liability whatsoever. Prospective bidders are advised to regularly check the e-Procurement System at NIC's (CPP Portal) <https://etenders.gov.in/e procure/app> and [www.lifecarehll.com](http://www.lifecarehll.com) as corrigendum/amendments etc., if any, will be notified on this portal only and separate advertisement will not be made for this.

The intending bidder must read the terms and conditions of EOI documents carefully. They should only submit the bid if they consider themselves eligible and they are in possession of all the documents required.

Information and Instructions for bidders posted on website shall form part of bid document.

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**GENERAL INSTRUCTION TO BIDDERS**

- 1) This EOI is being published online in Government e-Procurement portal <https://etenders.gov.in/eprocure/app>.
- 2) The EOI, corrigendum/extension will also be published in our company website, URL address :<http://www.lifecarehll.com/tender>
- 3) The EmpanelmentprocessisdoneonlineatGovernmente-Procurementportal(URL address: <https://etenders.gov.in/eprocure/app>). Aspiring bidders may download and go through the EOI document.
- 4) All bid documents are to be submitted online and in the designated cover(s)/ envelope(s)on the Government e-Procurement website. EOIs/bids shall be accepted only through online mode on the Government e-Procurement website and no manual submission of the same shall be entertained.
- 5) Biddersareadvisedtogothrough“BidderManualKit”,“SystemSettings”&“FAQ” linksavailableonthelloginpageofthee-Tenderportalforguidelines,procedures&system requirements. In case of any technical difficulty, Bidders may contact the help desk numbers & e-mail ids mentioned at thee-tender portal.
- 6) Bidders are advised to visit CPPP website <https://etenders.gov.in> regularly to keep themselves updated, for any changes/ modifications/any corrigendum in theTender Enquiry Document.
- 7) The bidders are required to submit soft copies of their bids electronically on the CPP Portal,usingvalidDigitalSignatureCertificates.Theinstructionsrgivenbeloware meanttoassistthebiddersinregisteringontheCPPPortal,preparetheirbidsin accordance with the requirements and submitting their bids online on the Government e-Procurement Portal.
- 8) Registration
  - a) Bidders are required to register in the Government e-procurement portal,obtain ‘Login ID’& ‘Password’ and go through the instructions available in the Home page after log in to the CPP Portal (URL: <https://etenders.gov.in/eprocure/app>), by clickingonthelink“OnlinebidderEnrolment”ontheCPPPortalwhichisfreeof charge.
  - b) As part of the enrolment process, the bidder’s will be required to choose a unique user name and assign a password for their accounts.
  - c) Bidders are advised to register their valid email address and mobile numbers as part

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oftheregistrationprocess.ThesewouldbeusedforanycommunicationfromtheCPP Portal.

- d) They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days' time. The bidders are required to have Class III-B (signing & encryption) digital certificate from the authorized digital signature Issuance Company. Please refer online portali.e.- <https://etenders.gov.in/e procure/appformoredetails>.
- e) Up on enrolment, the bidders will be required to register their valid Digital Signature Certificate (with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g .Sify/ n Code/ e Mudhra etc.),with their profile.
- f) Bidderthenlogsintothesitethroughthesecuredlog-inbyenteringtheiruser ID/password and the password of the DSC/ e-Token.

The Bidder in tending to participate in the bid is required to register in the e-tenders portalusinghis/herLoginIDandattachhis/hervalidDigitalSignatureCertificate (DSC) to his/her unique Login ID. He/ She have to submit the relevant information as asked for about the firm/contractor. The bidders, who submit their bids for this tender after digitally signing, using their Digital Signature Certificate (DSC), accept that they haveclearlyunderstoodandagreedthetermsandconditionsincludingallthe Forms/Annexure of this EOI.

- g) Only those bidders having a valid and active registration, on the date of bid Submission, shall submit bids online on the e-procurement portal.
- h) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- i) Ineligiblebidderorbidderswhodonotpossesvalid&activereregistration,onthe date of bid submission, are strictly advised to refrain themselves from participating in this tender.

9) Searching for EOI Documents

- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tender (EOI) by several parameters. These parameters could include EOI ID, Organization Name ,Form of Contract ,Location, Date, Value etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization.
- b) Once the bidders have selected the EOI they are interested in, they may download the required documents/EOI schedules .These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS/ e-mail in case there is any corrigendum issued to the EOI document.
- c) The bidder should make a note of the unique Tender ID assigned to each EOI, in case they want to obtain any clarification/help from the Helpdesk.

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10) Preparation of Bids

- a) Bidder should take into account any corrigendum published on the EOI document before submitting their bids.
- b) Please go through the EOI document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the EOI document/ schedule and generally, they can be in PDF/ XLS/ RAR/DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g .PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "MySpace" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.
- e) Note: My Documents space is only a depository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

11) More information useful for submitting online bids on the CPP Portal may be obtained at <https://etenders.gov.in/eprocure/app>.

Bidders are required to upload the digitally signed file of scanned documents. Bid documents may be scanned with 100dpi with black and white option which helps in reducing size of the scanned document

- 12) Bidders are required to upload the digitally signed file of scanned documents. Bid documents may be scanned with 100dpi with black and white option which helps in reducing size of the scanned document. Uploading application in location other than specified above shall not be considered.
- 13) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The 24x7 Help Desk details are as below:

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For any technical related queries please call at 24x7HelpDeskNumber:0120- 4001062,0120-4001002,0120-4001005,0120-6277787(countrycode+91)

Email Support: For any Issues or Clarifications relating to the published EOI's, bidders are requested to contact the respective Tender Inviting Authority

Technical-support-eproc@nic.in,Policy Related-cppp-doe@nic.in

- 14) Bidders are requested to kindly mention the URL of the portal and Tender ID in the subject while emailing any issue along with the contact details.
- 15) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority or the relevant contact person indicated in the tender. Address for communication and place of opening of bids:

**ED (Comml.& BO)i/c**

**HLL Lifecare Ltd.,Peroorkada P.O, Thiruvananthapuram -695 005**

- 16) The bids shall be opened online in the presence of the Bidders/their authorized representatives who wish to attend at the above address. If the tender opening dates happen to be on a holiday or non – working day due to any other valid reason, the tender opening process will be done on the next working day at same time and place.
- 17) More details can be had from the Office of the EOI Inviting Authority during working hours. The EOI Inviting Authority shall not be responsible for any failure, malfunction or breakdown of the electronic system while downloading or uploading the documents by the Bidder during the e-procurement process.
- 18) A firm/ bidder shall submit only one bid in the same bidding process. A Bidder (either as a firm or as an individual or as a partner of a firm)who submits or participates in more than one bid will cause all the proposals in which the Bidder has participated to be disqualified.
- 19) Online EOI Process:  
The EOI process shall consist of the following stages;
  - i. Downloading of EOI document: EOI document will be available for free download on Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>).
  - ii. Publishing of Corrigendum : All corrigenda shall be published on Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>) and HLL website (URL address: <http://www.lifecarehll.com/tender>) and shall not be available elsewhere.



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- iii. Bid submission :Bidders have to submit their bids along with supporting documents to support their eligibility ,as required in this tender document on Government e- procurement portal. No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.
- iv. Opening of EOI and Bidder short-listing: The EOI will be opened, evaluated and shortlisted as per the eligibility and other qualifications. All documents in support of qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification.
- v. Bids short listed and getting empanelled by this process will be taken up for future works in HLL, PFT.
- 20) HLL does not bind themselves to accept the lowest or any bidortogiveanyreasonsfortheirdecisionswhichshallbefinalandbindingon the bidders.
- 21) HLL reserves to themselves the right of accepting the whole or any part of the EOI and bidder shall be bound to perform the same.
- 22) Conditional bids and bids not uploaded with appropriate/desired documents may be rejected out rightly and decision of HLL in this regard shall be final and binding.
- 23) Submission Process:  
For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their EOI bid online on Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>).

Note:-Itisnecessarytoclickon“Freezebid”link/icon to completetheprocessofbid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/ opening during bid opening process.

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