

**एचएलएल लाइफकेयर लिमिटेड / HLL Lifecare Limited**  
**कणगला KANAGALA – 591225 / बेलगावि जिला / Belagavi Dist.**

No.HLL/BGM/HR/SEC-PACKING/2024-2025

4<sup>th</sup> July 2024

**निविदा सूचना / TENDER NOTIFICATION**

E-tender under open two bid system (Technical and Price) are invited from competent, experienced bidder to carry out the Secondary packing work of **Condom, OCP & Sanitary Napkins** at HLL, Kanagala premises and at party premises on contract basis by engaging manpower for a period of **TWO** Years. The contract period, quantity and scheme for packing is variable and at the discretion of Management.

Sl. No.	Name of work (Secondary Packing at Inside Factory Premises /Party's Premises)	Approximate Qty. Details	Tender value Approx. Rs. (For 2 Yrs.)	E.M.D Rs.	Cost of Tender Form in Rs.
1	Condom	736 M. Pcs	Rs.13.77 Crore	2.00 Lakh	Rs.3000/- (Inclusive of all)
2	Oral Contraceptive Pills (OCP)	1300 Lac Cycles			
3	Sanitary Napkins	783 M. Pcs			

S.No.	Particulars	Description
1	Period of contract	Two year from the date of PO awarded
2	EMD (EMD is exempted for Micro and Small enterprises as per guidelines issued by Government time to time)	Rs.2.00 Lakhs shall be paid separately through RTGS/NEFT / Bank transfer to - State Bank of India A/c Number: 11130285123 IFSC Code: SBIN0000888 Branch name: Ashok Nagar, Nipani
3	Security Deposit	5% of the work order value
4	Eligibility criteria for Bidders	As per Tender document
5	Start date for submission of Tenders	05.07.2024 / 10:00 Hrs.
6	Last date and time for online submission of bids	25.07.2024 / 17:00 Hrs
7	Date of Pre Bid meeting	09.07.2024 / 11:00 AM
8	Date of Price Bid opening meeting	Immediate after scrutiny of the Technical Bid

## GENERAL INSTRUCTIONS TO BIDDERS

1. This tender is an e-Tender and is being published online in Government GeM Portal <https://gem.gov.in>
2. All Corrigendum/extension regarding this e-tender shall be uploaded on these websites i.e. <https://gem.gov.in>
3. The tendering process is done online only at Government GeM Portal (URL address <https://gem.gov.in>). Aspiring bidders may download and go through the tender document.
4. All bid documents are to be submitted online only and in the designated cover(s)/envelope(s) on the Government GeM website. Tenders/bids shall be accepted only through online mode on the Government GeM website and no manual submission of the same shall be entertained. Late tenders will not be accepted.
5. Bidders are advised to visit <https://gem.gov.in> portal regularly to keep themselves updated, for any changes/modifications/any corrigendum in the Tender Enquiry Document.
6. The bidders are required to submit soft copies of their bids electronically on the GeM Portal, using valid Digital Signature Certificates.
7. 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.
8. Conditional bids will be rejected out rightly and decision of HLL Lifecare Limited in this regard shall be final and binding.
9. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. Address for communication and place of opening of bids: Senior Manager (HR), HLL Lifecare Limited, Kanagala – 591 225, Tahasil Hukkeri, District Belagavi, State Karnataka, India Ph: 08333-279244, 279209 E-mail: [veerendra@lifecarehll.com](mailto:veerendra@lifecarehll.com)
10. The bids shall be opened online at HLL Lifecare Limited, Kanagala – 591 225 in the presence of the Bidders/their authorized representatives who wish to attend at the above address. If the tender opening date happens 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.
11. More details can be had from the above Office during working hours. The Tender 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 above tender process.

12. 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.
13. Joint ventures or Consortiums of two or more registered bidders are not permitted
14. Bid submission: Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on GeM portal. No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances
15. Opening of Technical Bid and Bidder short-listing: The technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.
16. Opening of Financial Bids: Bids of the qualified technical bidders shall only be considered for opening and evaluation of the financial bid
17. Tender documents can also be downloaded from our website [www.lifecarehll.com](http://www.lifecarehll.com). Those who are downloading the Tender Forms from website should invariably pay the cost of tender form along with the Technical bid DD. Tender form fee should be submitted separately through online mode to the bank account mentioned above.
18. Tender /s will be rejected in case cost of Tender Form fee is not paid
19. E.M.D of **Rs.2,00,000/-** is to be submitted along with Technical Bid, in the form of D.D drawn in favour of HLL Lifecare limited payable at SBI, Nipani / **E- Payment** proof to be submitted (Bank details - RTGS/NEFT /BANK transfer to - State Bank of India / A/c Number: 11130285123 / IFSC Code: SBIN0000888), Branch name: Ashok Nagar, Nipani. Vendors registered under 'Micro & Small Enterprises Act' are only exempted from submission of EMD as per the rules. D.D / E-Payment for E.M.D and Cost of tender form should be paid separately. **Bid will be rejected out rightly, if EMD amount is not deposited.**
20. Party should attend negotiation meeting at their own expenses at Kanagala (Dist. Belagavi, Karnataka) or Thiruvananthpuram (Kerala) or at the place fixed by the Company.

**LAST DATE FOR SUBMISSION OF TENDERS : 25.07.2024 17:00 HRS**  
**DATE OF OPENING TECHNICAL BID : 26.07.2024 09.15 HRS**  
**DATE OF OPENING OF PRICE – BID : Will be intimated to Qualified Bidders**

**ED (O) & UC**

# **TENDER DOCUMENT**

**FOR**

**SECONDARY PACKING WORK OF  
CONDOM, OCP & SANITARY NAPKINS  
INSIDE FACTORY / BIDDER PREMISE.  
FOR TWO Years (2024-2026)**

## **PART I TECHNICAL BID**

**HLL/BGM/HR/SEC-PACKING/2024-2026  
Date: 04.07.2024**

**HLL LIFECARE LIMITED.  
KANAGALA – 591 225  
BELAGAVI DIST.  
KARNATAKA**

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#### I. INSTRUCTION TO BIDDERS

1. This tender is intended to finalize the contract to carry out the secondary packing work and its allied works for different schemes of **Condom, Oral Contraceptive Pills (OCP)** and **Sanitary Napkins** by engaging the required manpower at the Factory Premises / Bidder Premises through outsourcing at the agreed rates on contract basis for a period of **TWO** Years.
2. In case the L-1 party not able to provide the manpower / complete the secondary packing activities as per our requirements on stipulated time, the bidders other

than the L-1 party are ready to match the L-1 rates, the work will be distributed to them also in addition to L-1 party at the matched rate of L-1 party and at the same terms and conditions and this will be binding on the L-1 party. However preference will be given to the L-1 party.

3. This is a two bid system comprising of **(a) Technical bid & (b) Price bid**.
4. The Technical Bid should accompany a D.D for **Rs.2,00,000/-** towards **Earnest Money Deposit** drawn in favour of HLL Lifecare Ltd., and payable at SBI, Nipani-591237 / **E- Payment** proof to be submitted failing which the Tender will summarily be rejected. Vendors registered under 'Micro & Small Enterprises Act' (MSE) are exempted from submission of EMD *as per the rules*.
5. The Bids shall be submitted in through online mode.
6. In case the date mentioned above is declared subsequently as holiday for the Company's office, the due date for submission and opening of bids will be the next working day at the same venue and time. However opening of the technical bid may be extended to a convenient date without intimation to the bidders and can be opened in absence of any bidder, which will be binding on all the bidders.
7. Bids received after the deadline for submission shall not be considered.
8. The Bidder is expected to examine all work requirements, Instructions, Forms, Terms and conditions given in the Bidding documents. Failure to furnish all information required in 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.
9. The Bidders/s shall be ready to follow the conditions if any required by the Company (regarding the building and its premises) in respect of:
  - a) Building & Environment (b) Sanitation & Hygiene(c) Contamination Control (d) Environmental Control (e) Storage Condition (F) Processing Control & Documentation Requirements, The details if any required should be well understood by the Bidders from the company before offering the rate.
10. The Bidders should study well, the mode of packing for each scheme/works involved, calculate the labour required to do packing of one Million Condoms / Sanitary Napkins & OCP Lac Cycles of each scheme/other works, the statutory payment to be made, transportation charges (To & Fro), loading and unloading charges (To & Fro), insurance (To & Fro & at Godown), Building rent, License fees, labour payment, labour insurance & other charges, if any, and quote the rate against each scheme given.
11. The price bid of those Bidders who qualify in the Technical Bid only will be opened. The date and time of opening of price bid will be intimated separately in usual course.
12. The company shall have the right to inspect the quality and existence of the technical details mentioned in the Techno commercial bid to determine whether the Bidders/Bidder qualifies in the Techno commercial bid and the Bidders shall extend all co-operations for this.
13. Any item of information mentioned in the Techno commercial bid is found false at the stage of inspection or at any time after the tender is awarded to a party shall result in termination to contract with the party, disqualification of the party from future tendering and forfeiture of E.M.D

14. In the price bid, the Bidders shall quote the rate for the items mentioned.
15. The bidder should study well, the activities involved in the secondary Packing work, number of labours required for smooth functioning of the activities, wages not less than minimum wages to be paid for his Employees, transit insurance (both ways –once carrying the materials for packing and another time while returning the packed goods) and insurance for the goods stocked in your premises to be arranged and stamping work to be done at your end, expenses towards obtaining the Drug License by the bidder and the statutory payment to be made, if any, and quote the rates accordingly.
16. In case various Bidders quote the same rate, then the decision of the Management in this regard shall be binding on all Bidders.
17. The Company reserves the right to accept fully or partly, reject fully or partly any tender without assigning any reason and the same will be binding on all the Bidders. Further the company also reserves the right to completely cancel the said tender at any stage without assigning any reason and the decision of the Management will be final and will be binding on all the Bidders.
18. The quantity and the schemes are subject to variation at the discretion of the Company and the same shall be binding on all the bidders.
19. Drug License wherever required shall be obtained by the bidder only at his own expenses on award of Contract/on intimation by HLL Lifecare Ltd.,
20. **Transit Insurance** (while lifting the material from HLL Lifecare Ltd. ,Kanagala to bidder premises and while returning the finished goods to HLL Lifecare Ltd, Kanagala from bidder Premises) and the insurance for HLL Lifecare Ltd goods stored at bidder Premises is to be arranged by the bidder only on his account.
21. The tender can be cancelled at any stage without assigning any reasons & reference to the participants.
22. The bidder has to arrange to lift the material from HLL Lifecare Ltd., Kanagala to his premises & vice versa on his account only.
23. The tendered and ordered quantity and schemes are liable to change and the same will be binding on the bidder.
24. The bidder shall have a valid Drug License from the Authority in Form No.25 & 28 and to obtain loan license for Carrying out the said work before commencing the work at his own expenses only, if applicable.
25. Outside Secondary Packing work is to be carried out at bidder premises only & the premises should be as per the requirement of HLL Lifecare Ltd, Kanagala.
26. The bidder should ensure eligible minimum wages to the employees deployed by him at his premises for the said work.
27. In case the party backs out from the commitment, their EMD will be forfeited followed by blacklisting.

28. On award of contract, Security Deposit (SD) of 5% of work order value in cash OR Bank guarantee of equivalent amount is to be submitted. OR SD will be recovered @5% from each bill. The SD amount will be returned without any interest by cheque only after satisfactory completion of the Contract. Bank Guarantee of Nationalized Bank only is acceptable.
29. The bidder should have premises (Own/hired/leased/rented) preferably at Kanagala/Sankeshwar/Nipani or near to HLL Lifecare Ltd.
30. On award of contract, the contract can be terminated by HLL Lifecare Ltd., Kanagala at any time during the contract period without paying any compensation & the decision of the HLL Lifecare Ltd., with regard to termination of contractual provision will be final and the matter cannot be referred to the court.
31. Party should have Constructed & well secured RCC building (Own/Rented) with minimum 3000 Sq.ft plinth area to accommodate 40-50 people at a time for secondary packing activities and also to accommodate raw materials and finished goods. The building should have bath room and toilet facility with sufficient water and Electricity supply/ will be provided by the party before commencement of work.
32. For Outside Secondary Packing work the bidder premises should be within 30 Kms radius of HLL Lifecare Limited., Kanagala.
33. The premise should have easy access to main road and sufficient space for parking of vehicles for loading and unloading activities.
34. Party should have Immovable property worth Rs.5.0 Lac in own name. Proof to be submitted (Certificate needs to be obtained from approved valuers /Chartered Accountants for value of immovable property depending upon the type of property).
35. The company reserves the right to issue tender form to anybody and also to reject the tender without assigning any reasons and the matter cannot be referred to any court.
36. L1 party will be decided or finalized for each item / scheme based on the rate quoted by bidders and work will be allotted to L1 Party. Allotment of the orders or work to matched party (with L1 rate) will be at discretion of HLL Lifecare Ltd.

## **II. TECHNICAL BID FORMS**

### ***Schedule -A***

#### **Work requirement with respect to Secondary Packing of various schemes of Condom, OCP & Sanitary Napkins at Inside Factory / Outside Premises.**

1. *Secondary packing of Condoms, OCP & Sanitary Napkins for different schemes of packing using the material supplied by HLL Lifecare Ltd. Kanagala-591225 as per norms and other requirements in the Bid, in the premises of the bidder / inside Factory premises approved by the Company and return the packed Condoms, OCPs and Sanitary Napkins to HLL Lifecare Ltd. at Kanagala-591225, Tq: Hukkeri. Dist: Belagavi (Karnataka).*
2. **Receipt & Return of Material by the Bidders:** *The packing material for packing work will be supplied by HLL Lifecare Ltd. as per norms. The packing materials are to be collected by the Bidder from HLL Lifecare Ltd., as per the Scheme requirement from time to time and return the packed materials with proper records to HLL Lifecare Ltd. The finished goods along with any excess materials such as*



- pouches, wallets, cartons and corrugated boxes and PVC /Cello tapes etc. should be returned to HLL Lifecare Ltd. for reconciliation.*
- 3. Condoms, OCP & Sanitary Napkins all secondary packing materials (Strips/Blisters, pouches, wallets, cartons and corrugated boxes and PVC /Cello tapes, etc.) should be physically verified and received by the Bidder at receipt point. Once these items are received it is bidder's responsibility for its accountability.*
  - 4. The bidder should ensure the mode of packing, quality and GMP requirements (Good Manufacturing Practices) as per Schedule A-4 and should follow the suggestion/instructions given by HLL Lifecare Ltd. representative from time to time for the same.*
  - 5. In case of any no-conformance in the finished goods returned by the bidder, the bidder shall carryout the rework at his own cost.*
  - 6. The finished goods along with excess materials left should be handed over to HLL Lifecare Ltd., after completion of the work on completion of scheme.*
  - 7. The packaging materials, like empty trays, polythene bags, corrugated boxes/cartons (in which the condom, OCP & Sanitary Napkins packing materials are sent) are to be returned back to HLL along with packed products otherwise HLL may recover the cost of such packing materials.*
  - 8. **Record Maintenance:** The bidder will be liable to keep the record of all the materials received from HLL Lifecare Ltd, materials handed over to HLL Lifecare Ltd., after completion of work, quantity packed Batch numbers, number of employees deployed for the said work etc. details and keep them updated regularly.*
  - 9. **Legal Compliance:** (a) The bidder should take license under the Contract Labour (R&A) Act.1970 and other statutory licenses wherever applicable and should produce proof wherever required. (b) The Bidders should take insurance for his workers against any eventuality of accident etc. HLL Lifecare Ltd. will not be liable for any accident sustained to bidder's workmen while on or out of the work during the contract period. The bidder has to cover personal accident insurance policy in respect of the employees engaged under Workmen Compensation Act. (c)The Bidder should obtain the Drug License on award of Contract before commencement of work, if applicable.*
- 10. The Bidder has to return all the empty boxes of wallets and carton to HLL immediately once the wallets and carton unloaded.**

**Schedule –A1****Schemes with configuration for Secondary Packing – Condom (Factory Premises / Outside Premises) for Two Years (2024-2026)**

Sl. No	Scheme	Configuration	Total Quantity in M. Pcs	Inside Packing in M. Pcs	Outside Packing in M. Pcs
1	Free supply	5x48x24	180	90	90
2	Naco	5x48x24	168	84	84
4	Deluxe	5x48x24	168	84	84
5	Ustad 3'S	3x56x24	60	30	30
5	Thrill 3'S	3x60x20	60	30	30
6	Sawan 3's	3x30x30	18	9	9
7	Ustad 6'S	6X30X20	12	6	6
8	Sawan 10's	10x12x30	12	6	6
9	Bliss 6;s	6x20x30	8	4	4
10	Thrill 10's	10x18x20	18	9	9
11	Kamagni	3X60X20	16	8	8
12	Masti	3.X60X20	16	8	8
<b>Total</b>			<b>736</b>	<b>368</b>	<b>368</b>

**Schedule A-1 (a)****Schemes with configuration for Secondary Packing – OCP (Factory Premises / Outside Premises) for Two Years (2024-2026)**

Sl. No	Schemes	Configuration	Total Quantity in Lakh cycles	Total Quantity in Lakh Cycles (LCS)	Inside Packing in Lakh Cycles (LCS)	Outside Packing in Lakh Cycles (LCS)
1	MALAN (FS)	1X100X10	300.00	600	300	300
2	CHHAYA (FS)	1X100X6	100.00	200	100	100
3	EZY PILL (FS)	1X50X20	75.00	150	75	75
4	SAHELI & SAHELI PLUS	1X10X60	25.00	50	25	25
5	APSARA (1'S)	1X15X60	10.00	20	10	10
6	APSARA (3'S)	3X12X30	10.00	20	10	10
7	MALAD	1X10X100	50.00	100	50	50
8	SMART CYCLE (1'S)	1X20X50	10.00	20	10	10
9	SMART CYCLE (2'S)	1X50X2X10	5.00	10	5	5
10	SMART CYCLE (3'S)	3X10X40	10.00	20	10	10
11	KHOSHI 1'S	1X12X80	10.00	20	10	10
12	KHOSHI 3'S	3X12X48	10.00	20	10	10
13	PREVENTOL JAMAICA	1X5X180	10.00	20	10	10
14	PROTEC PHILIPPINES	1X50X6	20.00	40	20	20
15	UNIPILL	1X20X68	5.00	10	05	05
<b>Total</b>				<b>1300</b>	<b>650</b>	<b>650</b>

**Schedule A-1(b)****Schemes with configuration for Secondary Packing – Sanitary Napkins (Factory Premises / Outside Premises) for Two Years (2024-2026)**

Sl. No.	Schemes	Configuration	Qty. in MPCS	Approx Qty to be packed in boxes
1	Shuchi, Happy Days 10'S, Suraksha 10'S	1x10x140	350	142857
2	Puthuyugam, Odisha, Freedays	1x6x160	240	250000
3	She-Pad	1x7x200	62	21429
4	Happy Days 3'S	1x3x108	55	92593
5	Happy Days 8'S	1x8x140	19	8929
6	Harayana 6'S	1x6x160	58	41667
	Total		784	557475

**Note:**

If any new order for a new scheme which is not covered in the above schemes (Condom, OCP and Sanitary Napkins), but the mode of work/configuration is similar to any one of the above scheme, is required to be packed, the bidder shall do the same at the agreed rate without any hesitation or additional cost.

**Schedule A-2****Mode of Pack of each Scheme – CONDOMS**

Sl.	Scheme	Configuration	Mode of Pack
1	Free supply	5x48x24	5 Strips + One leaflet in a wallet. 48 wallets in a carton. 24 cartons in a Corrugated box.
2	Naco	5x48x24	5 Strips + One leaflet in a wallet. 48 wallets in a carton. 24 cartons in a Corrugated box.
3	Deluxe	5x48x24	5 Strips + One leaflet in a wallet. 48 wallets in a carton. 24 cartons in a Corrugated box.
4	Ustad 3'S	3x56x24	3 Strips + One leaflet in a wallet. 56 wallets in a carton. 24 cartons in a Corrugated box.
5	Thrill 3'S	3x60x20	3 Strips + One leaflet in a wallet. 60 wallets in a carton. 20 cartons in a Corrugated box.
6	Sawan 3'S	3x30x30	3 Strips + One leaflet in a wallet. 30 wallets in a carton. 30 cartons in a Corrugated box.
7	Ustad 6'S	6X30X20	6 Strips + One leaflet in a wallet. 30 wallets in a carton. 20 cartons in a Corrugated box.

8	Sawan 10's	10x12x30	10 Strips + One leaflet in a wallet. 12 wallets in a carton. 30 cartons in a Corrugated box.
9	Bliss 6's	6x20x30	6 Strips + One leaflet in a wallet. 20 wallets in a carton. 30 cartons in a Corrugated box.
10	Thrill 10's	10x18x20	10 Strips + One leaflet in a wallet. 18 wallets in a carton 20 cartons in a Corrugated box.
11	Kamagni	3X60X20	3 Strips + One leaflet in a wallet. 60 wallets in a carton 20 cartons in a Corrugated box.
12	Masti	3.X60X20	3 Strips + One leaflet in a wallet. 60 wallets in a carton 20 cartons in a Corrugated box.

**Schedule A-2(a)**

**Mode of Pack of each Scheme – OCP**

Sl.	Schemes	Configuration	Mode of pack
1	MALA N (FS)	1X100X10	1Blister (Strip) in a wallet with leaflet. 100 wallets in a carton. 10 cartons in a corrugated box
2	CHHAYA (FS)	1X100X6	1Blister (Strip) in a wallet with leaflet. 100 wallets in a carton. 06 cartons in a corrugated box
3	EZY PILL (FS)	1X50X20	1Blister (Strip) in a wallet with leaflet. 50 wallets in a carton. 20 cartons in a corrugated box
4	SAHELI & SAHELI PLUS	1X10X60	1Blister (Strip) in a wallet with leaflet. 10 wallets in a carton. 60 cartons in a corrugated box
5	APSARA (1'S)	1X15X60	1Blister (Strip) in a wallet with leaflet. 15 wallets in a carton. 60 cartons in a corrugated box
6	APSARA (3'S)	3X12X30	1Blister (Strip) in a wallet with leaflet. 12 wallets in a carton. 30 cartons in a corrugated box
7	MALA D	1X10X100	1Blister (Strip) in a wallet with leaflet. 10 wallets in a carton. 100 cartons in a corrugated box
8	SMART CYCLE (1'S)	1X20X50	1Blister (Strip) in a wallet with leaflet. 50 wallets in a carton. 20 cartons in a corrugated box
9	SMART CYCLE (2'S)	1X50X2X10	1Blister (Strip) in a wallet with leaflet. 50 wallets in a carton. 10 cartons in a corrugated box
10	SMART CYCLE (3'S)	3X10X40	1Blister (Strip) in a wallet with leaflet. 10 wallets in a carton. 40 cartons in a corrugated box
11	KHOSHI 1'S	1X12X80	1Blister (Strip) in a wallet with leaflet. 12 wallets in a carton. 80 cartons in a corrugated box
12	KHOSHI 3'S	3X12X48	1Blister (Strip) in a wallet with leaflet. 12 wallets in a carton. 48 cartons in a corrugated box
13	PREVENTOL JAMAICA	1X5X180	1Blister (Strip) in a wallet with leaflet. 5 wallets in a carton. 180 cartons in a corrugated box
14	PROTEC PHILIPPINES	1X50X6	1Blister (Strip) in a wallet with leaflet. 50 wallets in a carton. 6 cartons in a corrugated box
15	UNIPILL	1X20X68	1Blister (Strip) in a wallet with leaflet. 20 wallets in a carton. 68 cartons in a corrugated box

**Mode of Pack of each Scheme – Sanitary Napkins**

<b>Sl.</b>	<b>Schemes</b>	<b>Configuration</b>	<b>Mode of pack</b>
1	Shuchi, Happy Days 10'S, Suraksha 10'S	1x10x140	10 Napkins in 1 Pouch. 140 Pouches in Box.
2	Puthuyugam, Odisha, Freedays	1x6x160	6 Napkins in 1 Pouch. 160 Pouches in Box.
3	She-Pad	1x7x200	7 Napkins in 1 Pouch. 200 Pouches in Box.
4	Happy Days 3'S	1x3x108	3 Napkins in 1 Pouch. 108 Pouches in Box.
5	Happy Days 8'S	1x8x140	8 Napkins in 1 Pouch. 140 Pouches in Box.
6	Harayana 6's	1x6x160	6 Napkins in 1 Pouch. 160 Pouches in Box.

**Schedule A-3****Activities involved in Sec Packing & allied works (Condom & OCP):**

1. Receive strips, pouches, wallets, cartons/Jars, packing slips, leaflets, and corrugated boxes, cello /PVC tapes supplied by HLL Lifecare Limited.
2. Write down details to be filled in the packing slips
3. Stamp the wallets once for Batch Number and date details and again stamp second time for the loan license details of bidder frequency of Stamping will be as per Schedule A-1
4. Form the wallets after ensuring correctness of batch number on strips and wallets.
5. Pack the required number of strips into wallet and close the wallet. (If pouches form part of the mode of packing, first fill the strips into the pouch, fold the pouch and fill the pouch into the wallet. If leaflet form the part of the mode of packing, a leaflet is to be filled into the wallet with the pouch, which contains the required number of strips).
6. Stamp the Cartons once for Batch Number and date details and again stamp second time for the loan license details of the bidder. No of Stampings to be done is already indicated. However in due course the no. of stamping may increase. Hence considering this the party is required to quote his rate.
7. Form the carton in shape for filling packed wallets.
8. Fill required number of wallets as per the packing mode of the given packing scheme into the carton/Jar, put the packing slip into the carton/Jar, closed it and paste with cello tape.
9. Fill the packed cartons/Jars into the corrugated boxes and paste with PVC tape Number of carton/Jars to be filled in corrugated boxes will be as per packing mode of allotted scheme.
10. Consignee addresses writing on the corrugated boxes.

11. Box Strapping - Nylon strapping of the corrugated boxes/Finished goods and stack the boxes batch wise. The strapping roll has to be used with the following specs: IC- 1110622011 -BOX STRAPPING ROLL-BROWN VIRGIN QUALITY PLASTIC STRAP FOR AUTOMATIC THERMAL SEALING STRAPPING MACHINE. WIDTH OF STRAP: 12MM, THICKNESS: 0.6 TO 0.7MM, DIAMETER OF CORE: 200 MM. EACH ROLL AROUND 5 KGS OR 1700 METER. PRINTING ON STRAP HLL LIFECARE LIMITED, KANAGALA IN BLACK COLOR IN FONT SIZE 8 MM.
12. The bidder has to ensure the DOUBLE line strapping and Consignee Address Writing over each Box before handing over to HLL.
13. Bidder shall strictly maintain the batch identity and traceability of each and every item in all stages from the receipt of materials to the supply of finished goods stage.
14. Reworking of entire boxes of a batch should be done if any defective are observed in the packed products during inspection by HLL Lifecare Ltd., representative.
15. After completion of filling the output and waste if any, should be tallied with received quantity and it should be handed over to HLL Lifecare Ltd., scheme wise.
16. Strips with visible defects shouldn't be packed.
17. Wallets, cartons/Jars and corrugated boxes should be checked to ensure proper batch stamping details on them.

**Activities involved in Secondary Packing and allied works (Sanitary Napkins):**

1. Receive sanitary napkins, pouches, packing slips, and corrugated boxes, cello /PVC tapes supplied by HLL Lifecare Ltd.
2. Write down details to be filled in the packing slips.
3. Collecting the appropriate stamp for the batch and stamping of the pouch.
4. Collection of napkins after ensuring the correct brand and batch.
5. After ensuring correctness of batch number and start to fill the pouches.
6. Pack the required number of napkins into pouch and close the pouch. (If pouches form part of the mode of packing, first fill the napkin into the pouch, Seal the pouch , quality to be ensured before filling)
7. Form the Napkins in shape for filling pouches.
8. Sealing of the pouches.
9. Proper stacking of bags filled with pouches in the designated areas.
10. Fill required number of pouches as per the packing mode of the given packing scheme into the carton, put the packing slip into the carton, closed it and paste with cello tape.
11. Fill the packed pouches into the corrugated boxes and paste with PVC tape and stack the boxes in the assigned area batch wise. Number of pouches to be filled in corrugated boxes will be as per packing mode of allotted scheme.
12. Bidder shall strictly maintain the batch identity and traceability of each and every item in all stages from the receipt of materials to the supply of finished goods stage.

13. Reworking of entire boxes of a batch should be done if any defective are observed in the packed products during inspection by HLL Lifecare Ltd representative.
14. After completion of filling the output and waste if any, should be tallied with received quantity and it should be handed over to HLL Lifecare Ltd on daily basis.
15. Napkins with visible defects should not be packed.
16. Pouches and corrugated boxes should be checked to ensure proper batch stamping details on them.
17. Providing data to the officer in charge on a regularly basis.
18. Proper supervision of the above works.
19. The bidder should deploy one supervisor for every 20 workmen.

#### **Schedule A-4**

### GMP Requirements

#### *a) Sanitation and Hygiene*

*All persons prior to employment shall undergo Medical examination and shall be free from contagious diseases. Periodical medical examination shall be there every 6 months. Before entering in to packing area, personal shall wear clean clothes. The bidder shall arrange for the above examination at his cost only. Smoking, eating, chewing and drinking shall be prohibited in the work area.*

#### *b) Storage Condition*

*Packaging material and packed material should be stored in clean dry insect free area and protected from direct sunlight, heat and mechanical damage, hygiene condition should be ensured. Crowding causes mix-ups and hence the premises should be assigned for various activities.*

#### *c) Process Control and documentation*

*It should be ensured that all operations are conducted properly by controls such as training, supervision and Inspection. Documented procedure should be there for all the operations and proper control shall be there to ensure that the product consistently meet the required specifications.*

**Minimum Eligibility Criteria for Secondary Packing (Outside):**

1. The Bidder should have Drug License from Drugs Control Rules & Regulations authorities. *(The Bidder not having the required Drug License shall give an undertaking stating that, in case the work is awarded in their favour they will comply with the requirements within 45 days from the date of Letter of acceptance. If they fail to submit the same, the EMD will be forfeited and they will be disqualified from the Tender)*
2. Well secured RCC building (Own/Rented) with minimum 3000 Sq.ft plinth area to accommodate 40-50 people at a time for secondary packing activities and also to accommodate raw materials and finished goods. The building should have bathroom and toilet facility with sufficient water and Electricity supply.
3. The building should be near to HLL and within 30 Kms radius of HLL.
4. Bidders / Bidder have valid Firm registration Certificate.
5. Movable / Immovable property worth of minimum Rs.5 Lakhs on his/her/its name. The Technical Bid should accompany documentary proof/copies of documents such as ownership certificate, encumbrance certificate and copies of the Tax Receipts last paid with respect to the immovable properties owned by the Bidders. (Certificate need to be obtained from approved valuers / Chartered Accountants for value of immovable property).
6. Minimum of one year experience in secondary packing work of Condom, OCP, Sanitary Napkins, Medical Devices and any Pharmaceutical Products in any reputed organization. Experience certificate is to be submitted.

**Minimum Eligibility for Secondary Packing (Inside):**

1. Minimum of one year experience in secondary packing work of Condom, OCP, Sanitary Napkins, Medical Devices and any Pharmaceutical Products in any reputed organization. Experience certificate is to be submitted.
2. Bidders / Bidder have valid Firm registration Certificate.
3. EPF / ESI / GST and other statutory registrations are essential as the case may be.

**General Eligibility Criteria for Technical Qualification (Inside / Outside) Secondary Packing:**

1. The Bidders should be able to undertake the secondary packing work as given in the schedule A, A-1, A-2, A-3 and A-4.
2. A Declaration (as given in Schedule –F) from the Bidders that the offer being submitted is as per the requirements given in this Bid is to be attached along with the Technical Bid.
3. The Bidders should comply with all requirements of GMP.
4. Preference will be given to the bidders having registration with regard to EPF, ESI, Income Tax, GST and with Labour authorities etc. The bidders not having the required registrations may give an undertaking stating that, in case the work is awarded in their favour they will comply with the requirements within 45 days



from the date of Letter of acceptance. If they fail to submit the same, the EMD will be forfeited and they will be disqualified from the Tender.

5. Bidders / Bidder should be able to provide sufficient manpower for Secondary Packing Activities as per the requirements.
6. Bidders / Bidder should complete and hand over the completed work, within the stipulated time.
7. The premise should have easy access to main road & sufficient space for parking of vehicles for loading and unloading activities, if applicable.

**Documents to be submitted with Technical Bid Form:**

1. E.M.D of **Rs.2,00,000/-** (in the form of DD/ E-Payment)
2. Building details (3000 Sq.ft plinth area). City surveys (CTS) extract copy. Area of total building and plinth area, if applicable.
3. Agreement copy in case of rented/leased building (Possession certificate), if applicable.
4. Building Tax paid receipt for past 3/5 years, if applicable.
5. Last three year Turnover certificates to be submitted issued by approved Chartered Accountants.
6. Non encumbrance certificate for previous 13 years, if applicable.
7. Movable / Immovable property worth minimum Rs.5 Lakhs on his/her/its name. The Technical Bid should accompany documentary proof/copies of documents such as ownership certificate, encumbrance certificate and copies of the Tax Receipts last paid with respect to the immovable property(ies) owned by the Bidders. (Certificate need to be obtained from approved valuer /Chartered Accountants for value of immovable property), if applicable.
8. Schedule-C of Tender form duly filled up and signed.
9. Schedule-E of Tender form duly filled up and signed.
10. Schedule-F of Tender form duly filled up and signed.
11. Schedule-G of Price Bid Proforma

**TECHNICAL BID FORM****Schedule – C****Questionnaire – General Information of the Bidders.**

<b>Sl. No</b>	<b>Subject</b>	<b>Details</b>
1	Name of Bidders/Firm/Company/Society	
2	In case of Firm/Company	Proprietor/Partnership
3	Address of Bidders/Firm/Company/Society	
4	If Society	Regd. Charitable Society Co-op. Society Labour Supply Society
5	If society the Act under which Registered & Reg. No & Date	
6	Details of Society Governing body (Attach proof)	
7	Contact Person Telephone No./Mobile No. / Fax No./E-mail ID	
8	Bankers Details (Please enclose copy of audited Annual Report for the last two years in case of Societies/firms/Company)	
9	In case of individuals Details of Immovable property in own name (Worth minimum Rs.5.0 Lac)  a) Description of property (Attach copy of Possession certificate, location certificate, encumbrance Certificate -for last 13 years) b) Survey No./TC No  c) Location (Address)  d) Total Area (Cents/Guntas etc.)	
10	GST Number (Enclose copy)	
11	PAN Number (Enclose copy)	

12	Labour License Number under Contract Labour (R&A)Act.1970 (Enclose copy)	
13	EPF Registration Code No. (Enclose copy)	
14	ESI Code No. (Enclose copy)	
15	Previous experience in carrying out the tender work at HLL. Furnish details.	
	Experience in other contracts at HLL or outside. Furnish details	
16	<u>Details of Building for Packing Activities</u>	
	a) Building No. Corporation/Panchayat	
	(b) Own or rented/leased	
	(c) If rented/leased mention the period of Rent/lease (enclose a true copy of agreement)	
	(d) Address and location of building	
	(e) Total area of compound where Bldg is situated	
	(f) Plinth Areas(Minimum 3000 Sq.ft & Accommodate 40-50 people at a time for wok	
	(g) Details of Furniture & Fixture like Tables, chairs etc. in Building to Carryout Secondary Packing activities.	
(h) Building – RCC/Tiled/Thatched/ If others specify:		

	(i) Bath Room & Toilet facilities provided in the premises of the building.	Yes/No
	(j) Water supply available in Building, (Tap water/Well water/Bore well)	Yes/No
	(k) Building has access to Road for Lorry entrance	Yes/No
	(l) Storage area with locking facility for safe custody of materials in said building (give Plinth Area)	
	(m) Agreement/Sale Deed/Possession Certificate of said Building, submitted	Yes/No
	(n) Non encumbrance certificate for last 13 years of said Building submitted.	Yes/No
	(o) Said Building Tax paid receipt for 3/5 years submitted	Yes/No
17	Turn over details for last 03 Years Certificate in original duly signed by chartered Accountant to be submitted	
18	Banker Details and Financial stability	
19	Are you ready to undertake and carry out the work of secondary packing by engaging adequate manpower & required furniture as per the instructions given by the company:	Yes/No
20	Do you agree to pay minimum wage and Statutory Payments to be workers engaged by you and follow the provisions of Contract Labour (R&A) Act 1970 & GMP etc.	Yes/No

21	<p>Can you assure that once the contract is awarded to you, you will take</p> <p>(1) Transit/Storage insurance coverage for the building and Materials handed over to you against theft, fire, damage to Product give guarantee to the Company to made good the loss on Damages caused to the Company on account of awarding the work to you.</p> <p>(2) Provide measures for control of termite &amp; pest</p> <p>(3) Provide Safety measures as per the Act</p>	<p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p>
22	<p>Have you read, understood and agree to abide by the Terms &amp; Conditions of Tender &amp; also the agreement to be signed by the bidders and the Company once the contract is awarded</p>	<p>Yes/No</p>
23	<p>Have you submitted the declaration (As per Schedule-F)</p>	<p>Yes/No</p>
24	<p>Details of EMD for <b>Rs.2,00,000/-</b></p>	<p>D.D/Multicity cheque. No./ E-Payment Details:</p>

**DECLARATION**

I / we confirm having read and understood all the specifications, instruction, forms, terms and conditions and all relevant information regarding the referred Tender Notification No: ..... (Secondary Packing inside KFB premises / Outside Premises for Two Years (2024-2026) and agreed to abide by all without any deviation from what are stated above.

Signature  
Name & Address

Date:  
Place:

Seal of the Bidders

**General Terms and Conditions:**

1. Section 101 (Exemption of Occupier or Manager from liability) of Chapter X under the Factories Act 1948 (All LXIII f 1948) (23<sup>rd</sup> Sept.1948) is applicable.
2. The bidders shall pay to its workers, wages not less than the **minimum wages** as per Minimum Wage Act and also should pay all statutory payments like EPF, ESI and tax as applicable and should follow all relevant legal provisions in the matter for carrying out the work on contract basis.
3. Conditional bids will be rejected out rightly and decision of HLL Lifecare Limited in this regard shall be final and binding.
4. Unless otherwise stipulated in the Tender Notification, conditional offers, alternative offers, multiple bids by a bidder shall not be considered.
5. All the disputes between the bidder / contractor and its labours / employees shall be resolved by the bidder / contractor directly without making HLL as a party. Any loss / stoppage of work due to any reason by the labours / employees appointed by the bidder / contractor shall attract penalty to the bidder / contractor. HLL also reserves the right to recover from the bidder /contractor, all the direct / indirect loss incurred to HLL due to stoppage of work by the labours / employees.
6. In case, it is found during the evaluation or at any time before signing of the contract or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the bidder or the applicant has made material misrepresentation or has given any materially incorrect or false information, appropriate legal/penal etc., action shall be taken by HLL Lifecare Limited including but not limited to forfeiture of EMD, Security Deposit, black listing etc., as deemed fit by HLL Lifecare Limited.
7. HLL Lifecare Limited Ltd. reserves the right to verify the claims made by the bidders and to carry out the capability assessment of the bidders and the HLL Lifecare Limited's decision shall be final in this regard.
8. HLL Lifecare Limited does not bind them to accept the lowest or any bid or to give any reasons for their decisions which shall be final and binding on the bidders.
9. 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
10. The bidders shall take license under the Contract Labour (R & A) Act 1970 and other statutory licenses wherever applicable before commencement of work at own cost and should produce proof whenever required.
11. The above Tender / Subsequent Work order is liable to be suspended or cancelled at any time at the discretion of the General Manager (Operations) & Unit Chief, HLL Life Care Ltd, Kanagala - 591225 with or without assigning any reason and his decision will be final and binding on all concerned parties.
12. Work is to be carried out strictly as per the schedule and any change in the mode of work if desired by us is to be implemented and the bidder shall supervise the work.
13. Workers engaged by you for aforesaid contract shall be Bidders employee only and not of HLL Lifecare Ltd., Kanagala.
14. There will not be any Employee Employer relationship between HLL Lifecare Ltd and the persons employed by bidder for aforesaid work.
15. HLL Lifecare Ltd has no obligation with regard to statutory and other welfare measures for the workmen employed by the bidder for the said contract.
16. HLL Lifecare Ltd will not be liable for any accident happened to Bidders' workmen while on work during the contract period. The Bidder has to buy **Personal Accident Insurance Policy** in respect of the Employees deployed by him as per the Payment of Workmen compensation Act.

17. The bidder and his workmen will not have any lien or right of employment as regular employees of HLL Lifecare Ltd.
18. In case of any damages caused to our property by bidder / his men while executing the job, the cost of the same shall be recovered from the bidder.
19. Bidder will have independent ESI and PF code number /PAN number and GST Registration allotted by the concerned authorities wherever required.
20. Bidder will comply with all the statutory norms including hours of work and Holidays / Rest, Annual leave with wages etc.
21. Company reserves the right to incorporate any left out clause subsequently that will be binding on the bidder.
22. The bidder should follow the suggestion / instruction given by HLL Lifecare Ltd Representative time to time for the same.
23. All legal disputes shall be subject to jurisdiction of Hukkeri court (Belagavi Dist. Karnataka) only.
24. Sub contract is not allowed.
25. On award of contract the bidder should execute an **agreement** with HLL Lifecare Ltd., in the prescribed manner.
26. The tender should be complete in all respects. Incomplete tenders are liable to be rejected.
27. Unsealed Tenders are liable to be rejected and this will be at the sole risk of the bidders.
28. While quoting the rate in the Price Bid the bidders should study well the nature of works given in schedule and calculate the work involved in the rate of each scheme. Rate quoted should be inclusive of wages to be paid as per provisions of relevant law, PF, ESI contributions and other statutory obligations of the workers engaged by the bidder, service charges and other statutory charges applicable from time to time.
29. Bidders should study well the works involved and statutory and other liabilities before submitting the offer to undertake the work. In case the bidders other than the L-1 party are ready to match the L-1 rates, the work will be distributed to them also in addition to L-1 party at the matched rate of L-1 party and at the same terms and conditions and this will be binding on the L-1 party. However preference will be given to the L-1 party.
30. In case more than one bidders quote the same rate in the price bid, the decision of HLL Lifecare Ltd. will be final and binding on all the bidders.
31. HLL Life Care Ltd has the right to give work under this tender to one party or more than one party, in full quantity or partially at the discretion of the company.
32. This Tender or subsequent work order is liable to be suspended or cancelled at any time at the discretion of the Management with or without assigning any reason and the same will be binding on all the bidders/Bidder. Also Technical and price Bid can be rejected or cancelled at any time by the Management with or without assigning any reason and the same shall be binding on all the bidders/Bidders.
33. The Management (HLL Lifecare Ltd) also reserves the right to allot the work to the L-2 or L-3 parties at the L-1 rates respectively if required.
34. The bidder responsibilities to ensure that, none of the employees deployed in the said work should not be worked more than 6 days in a week.
35. Bidder should comply with the Safety and Quality policy of the Company.
36. On award of contract, the contract can be **terminated** by HLL Lifecare Ltd. **at any time** during the contract period without any reason and without paying any Compensation & the decision of the HLL Lifecare Ltd. with regard to termination of Contractual provision will be final and the matter cannot be referred to the Court.

37. Bidder should ensure monthly remittance of EPF/ESI contribution (Employee & Employer) with the concerned PF/ESI authorities in respect of the employees deployed for the said work.
38. All statutory deductions will be applicable.
39. In case of back out from the commitment, the EMD will be forfeited followed by blacklisting.
40. Bids are liable to be rejected as nonresponsive if a Bidder:
  - i. fails to provide and/ or comply with the required information, instructions etc., incorporated in the Tender Document or gives evasive information/ reply against any such stipulations
  - ii. Furnishes wrong and/ or misleading data, statement(s) etc. In such a situation, besides rejection of the bid as nonresponsive, it is liable to attract other punitive actions under relevant provisions of the Tender Document for violation of the Code of Integrity.
41. Issue of Tender Form is solely at the discretion of the Management.
  1. Section 101 (Exemption of occupier or Manager from liability) of chapter X under the Factories Act 1948 (All LXIII of 1948) (23rd September 1948) is applicable
  2. Payment will be released on monthly basis on submission of proper bills attaching the documents specified by the Company. Payment terms for MSME parties will be followed as per MSME Act. Following documents are required to be submitted along with bills for payment:
    - i) Proper printed original invoice in duplicate mentioning name and address of the bidder / contractor, registration number, Pan Number, GSTIN Number, HSN Code, bank details etc.
    - ii) The invoice should accompany with proper certification from concerned Head of the Department certifying the quantity etc.
    - iii) Invoice should be submitted on 1<sup>st</sup> day of every month.
  3. Taxes and duties if applicable are to be borne by the bidder only.
  4. The bidder will have to submit an affidavit at the time of signing the agreement indicating that all employees of the bidder are paid the minimum wage as per Minimum Wages Act.
  5. Preferably Bidder should have independent ESI and PF code number /PAN number and GST registration allotted by the concerned authorities (if required). The bidder will be solely and exclusively responsible to adhere to meet out all statutory obligations under Indian law in respect of compliance of all the rules, regulations and directions given by a statutory authority with regard to safety, labour laws, PF and ESI remittance or any other prevalent laws both of Central and State Enactments.
  6. Bidder will comply with all the statutory norms including hours of work and Holidays / Rest etc.
  7. The Bidder should take license under the Contract Labour (R & A) Act 1970 and other statutory licenses if any before commencement of work and should be produced, if required.



8. Work is to be carried out strictly as per the schedule and any change in the mode of work if desired by HLL is to be implemented and the bidder shall supervise the work.
9. HLL Lifecare Ltd. has no obligation with regard to statutory and other welfare measures for the workmen employed by the bidder for the said contract.
10. In the event of unsatisfactory services rendered by the bidder, the contract may be cancelled by the HLL by giving one month's notice. In case the bidder is having any difficulty to continue the contract he /she should give a two-month notice in writing to HLL for short closing the contract. In case the contract is short closed, HLL may forfeit the Security deposit / levy penalty as decided by the HLL authority.
11. No legal right shall vest in the bidder's workers to claim employment or otherwise absorption in neither HLL nor the bidder's workers shall have any right whatsoever to claim the benefit and/or emoluments that may be permissible or paid to the employees of HLL. The workers will remain the employees of the bidder and this should be the sole responsibility of the bidder to make it clear to his/her workers before deputing them to work at HLL.
12. The total HLL Campus is 'NO SMOKING ZONE'. Smoking, chewing tobacco / pan masala, consuming liquor etc. is strictly prohibited inside the premises. Violation of the same shall attract a penalty up to Rs.5000/- for each instance. Such penalty shall be recovered from the bidder's Bills.
13. The bidder shall take applicable insurance or cover all the workmen under the provisions of ESI as the case may be.
14. In case of any damages caused to HLL property by bidder/his/her men while executing the job, the cost of the same shall be recovered from the bidder.
15. The rates quoted should be valid till the completion of contract and will not be enhanced during the period of the contract on any account. Sub contract is not allowed.
16. The Bidder has to ensure that all precautions are taken for safety of his employees and equipment.
17. Work is to be carried out strictly as per the schedule and any change in the mode of work if desired by us is to be implemented and the bidder shall supervise the work.
18. Bidder or his/her authorized representative shall solely entitled to instruct their workers about the manner of carrying out the work as per the prescribed specifications and quality plan.
19. Workers engaged by bidders for aforesaid work shall be Bidders employee only and not of HLL Life Care Limited, Kanagala.
20. Transport / conveyance of workers engaged by the bidder is to be arranged by the bidder at his cost only wherever and whenever required or insisted.

21. Wage Slip indicating the PF deductions & employee individual PF number should be issued. Bidder shall disburse the wages to his employees deployed by him for the concerned contract work on or before 7th day of subsequent month following, irrespective of whether HLL Life care Limited has settled any of bidder's bills or not before that date.
22. Bidder shall disburse the payment to his deployed employees through e-payment mode i.e. through bank only. Non-compliance to this condition shall attract a penalty of Rs.5000.00 per month
23. Bidder to ensure that the employees deployed in the premises of HLL are physically and mentally fit and do not have any criminal record. Such employees should possess requisite skill, proficiency, qualification and experience etc. acceptable to concerned department.
24. The bidder shall arrange for the Medical checkup of his/her employees and produce the fitness certificate from the authorized hospital/Doctor before reporting for the work.
25. It is the bidders' responsibility for the safety aspects of his/her employees deployed for the work. He/she should provide necessary safety equipments like Shoes, Gloves, and Mask etc. at his/her own cost to his/her employees deployed for the said work wherever necessary. The safety and quality policy of the Company shall be complied by the bidder
26. The Company HLL Lifecare Ltd. reserves the right to cancel the contract at any time during the contract period without paying any compensation and the decision of the HLL Lifecare Ltd. with regard to termination of contractual provision will be final. In the event of bidder abandoning the work OR HLL revoking the contract HLL reserves the right to get incomplete work completed at bidder's RISK and COST. HLL shall have a right to terminate the contract at any time without assigning any reason thereof.
27. Bidder shall indemnify HLL against all claims by statutory authorities and losses under various labour laws, statutes OR any civil or criminal law in connection with the employees employed by him/her.
28. The bidder shall liable to pay statutory Bonus under payment of Bonus Act 1965 and submit proof of disbursement along with received copy of Form –D.
29. The bidder shall responsible for the discipline of his/her own laborers deployed under the service contract. In case of any loss to HLL on account of indiscipline of contract labour then such loss shall be assessed and recovered from the bidder's bills or from the security Deposit.

### **30. LEGAL COMPLIANCE**

The Bidder shall comply with all the provisions regarding licensing, welfare & health procedures, maintenance of various records & registers etc. as provided under the Contract Labour (Regulation & Abolition) Act 1970, rules amendments, orders, notifications there under issued by the Appropriate Govt. from time to time. For non-compliance of any provisions, statutory compliances under law, the bidder shall be responsible for penalties levied by the appropriate authorities under the Act. The bidder shall also be liable to comply with all other labour & Industrial Laws

and such other Act, payment of Bonus Act, Minimum Wages Act etc. Depositing ESI, PF Contributions as may be applicable is the responsibility of the bidder for any default in compliance the bidder shall be held responsible.

### 31. RESTRICTIONS UNDER RULE 144 (XI) OF GFR 2017 FOR BIDDERS FROM A COUNTRY SHARING LAND BORDER WITH INDIA.

Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with Competent Authority, as per order no F.No.6/18/2019-PPD dated 23-July-2020 (Rule 144 (xi) of GFR) inclusive of the latest amendments issued by Ministry of Finance, GOI at Appendix of this bidding document. The bidder must comply with all provisions mentioned in this order. A self-declaration (as per format provided in Annexure 12) with respect to this order must be submitted.

### 32. INTEGRITY PACT

#### Pre-Contract Integrity Pact and Independent External Monitor

The Integrity pact annexed shall be part and parcel of this document, and has to be signed by bidder(s) at the pre-tendering stage itself, as a pre bid obligation and should be submitted along with the financial and technical bids. All the bidders are bound to comply with the Integrity Pact clauses. Bids submitted without signing Integrity Pact will be ab initio rejected without assigning any reason. The email id of the Independent External Monitor for HLL is given below. Email id - [iemhll@lifecarehll.com](mailto:iemhll@lifecarehll.com).

### 33. RESTRICTIONS UNDER RULE 144 (XI) OF GFR 2017 FOR BIDDERS FROM A COUNTRY SHARING LAND BORDER WITH INDIA.

Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with Competent Authority, as per order no F.No.6/18/2019-PPD dated 23-July-2020 (Rule 144 (xi) of GFR) inclusive of the latest amendments issued by Ministry of Finance, GOI at Appendix of this bidding document. The bidder must comply with all provisions mentioned in this order. A self-declaration (as per format provided in Annexure) with respect to this order must be submitted.

### 34. PUBLIC PROCUREMENT (Preference to Make in India)

Pursuant to GFR Rule 153 (iii), preference will be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders / Notifications issued by concerned Nodal Ministry for specific Goods / Works / Services.

35. The bidder shall make good all damage/loss which may be caused by any act or default of the bidder, his/her agents or servants or workers to any property of the Institute HLL reserves the option to make good the damage or loss by charging the bidder with the expenses.

36. Dispute if any, arising out of the contract shall be settled by mutual discussion or arbitration by sole arbitrator to be appointed by HLL at Hukkeri Court as per the provisions of the Indian Arbitration and Conciliation Act, 1996 and the rules

framed there under. Any Arbitrator appointed shall not have the jurisdictions to pass any interim awards, or to grant interest higher than 8% charged simply on the award amounts or amounts payable to either party. No dispute arising of the execution, implementation or termination of the present contract, as also any other dispute with respect to the present contract be entertained by any court and shall be subject matter of Arbitration under the Indian Arbitration and Conciliation Act, 1996 and rules framed there under.

37. All legal disputes shall be subject to jurisdiction of Hukkeri court (Belagavi Dist. Karnataka) only.
38. The bidder shall submit duly signed undertaking with the tender document.
39. Unless otherwise stipulated in the Tender Notification, conditional offers, alternative offers, multiple bids by a bidder shall not be considered.
40. Bidder shall digitally sign all statements, documents, certificates uploaded by him, owning sole and complete responsibility for their correctness/ authenticity as per the provisions of the IT Act 2000 as amended from time to time.
41. Bidder must upload scanned copies of originals (or self-attested copies of originals – as specified). Uploaded PDF documents should not be password protected. Bidder should ensure the clarity/ legibility of the scanned documents uploaded by him.
42. Bids shall be received only Online on or before the deadline for the bid submission as notified in Tender Notification.
43. The bidder shall not be able to submit his bid after the expiry of the deadline for the bid submission (as per server time). Therefore, a situation of Late Tender does not arise.
44. Bids are liable to be rejected as nonresponsive if a Bidder
45. Furnishes wrong and/ or misleading data, statement(s) etc. In such a situation, besides rejection of the bid as nonresponsive, it is liable to attract other punitive actions under relevant provisions of the Tender Document for violation of the Code of Integrity.
46. Fails to provide and/ or comply with the required information, instructions etc., incorporated in the Tender Document or gives evasive information/ reply against any such stipulations

**Schedule – E**

Technical Bid-Questionnaire to be filled for Minimum Eligibility Criteria  
Secondary Packing work (Condom, OCP & Sanitary Napkins) and its allied works at  
Inside Factory / Bidder Premises for TWO Years (2024-2026).

1	Can you undertake the contract for Secondary Packing work as given in SCHEDULE.A, A-1, A-2, A-3, A-4	YES/NO
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2	Are you registered with Income Tax, GST Authorities?	YES/NO
3	Are you having Licence under the Contract Labour (R&A) Act 1970	YES/NO
4	Are you having registered with ESI, PF Authorities and have independent establishment code?	YES/NO
5	Have you any experience with HLL in the same work?	YES/NO
6	Have you any experience with HLL in works other than Secondary Packing?	YES/NO
7	Do you have immovable property worth minimum 5 Lakhs in your own name?	YES/NO
8	If the above 7 is yes, have you submitted the true copies of ownership and encumbrance certificates and copy(ies) of tax receipt along with the Technical Bid?	YES/NO
9	Are you having the premises (own/rented/leased/hired) for work in ready position?	YES/NO
10	Have you attached the Declaration (as in schedule F) along with the Technical Bid	YES/NO
11	Will you ensure the GMP requirements	YES/NO
12	Will you meet all the legal/statutory requirements with respect to this contract	YES/NO
13	<b>Pre-Contract Integrity Pact Agreement, Signed Copy (Format attached)</b>	YES/NO

All the information provided herein is true and correct.

Signature & Seal of the Bidder

**Name of the Bidder:**

Place:

Date:

## PRE-CONTRACT INTEGRITY PACT

This Pre-Contract Integrity Pact (herein after called the Integrity Pact) is made on \_\_\_\_\_ day of the month of \_\_\_\_\_ ,

Between

HLL Lifecare Limited, a Government of India Enterprise with registered office at HLL Bhavan, Poojappura, Thiruvananthapuram 695 012, Kerala, India. (Hereinafter called "HLL", which expression shall mean and include, unless the context otherwise requires, his successors in office and assigns) of the First Party.

And

M/s \_\_\_\_\_ with office at .....represented by Shri \_\_\_\_\_, Chief Executive Officer (hereinafter called the "BIDDER/Seller"/Bidder which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second Party.

### Preamble

[Both HLL and BIDDER referred above are jointly referred to as the Parties]

HLL intends to award, under laid down organizational procedures, Purchase orders /contract/s against Tender /Work Order /Purchase Order No. .... HLL desires full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Bidder/s.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:-

1. Enable HLL to obtain the desired materials/stores/equipment/ work/project done at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement; and
2. Enable the BIDDER to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and HLL will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

#### **Clause.1. Commitments of HLL**

- 1.1 HLL undertakes that HLL and/or its Associates (i.e. employees, agents, consultants, advisors, etc.) will not demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.
- 1.2 HLL will, during the tender process / pre-contract stage, treat all BIDDERS with equity and reason, and will provide to all BIDDERS the same information and will not provide any such information or additional information, which is confidential in any manner, to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS in relation to tendering process or during the contract execution.
- 1.3 All the officials of HLL will report to Chief Vigilance Officer of HLL (CVO), any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

- 1.4 HLL will exclude from the process all known prejudiced persons and persons who would be known to have a connection or nexus with the prospective bidder.
- 1.5 If the BIDDER reports to HLL with full and verifiable facts any misconduct on the part of HLL's Associates (i.e. employees, agents, consultants, advisors, etc.) and the same is prima facie found to be correct by HLL, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by HLL. Further, such an Associate may be debarred from further dealings related to the contract process. In such a case, while an enquiry is being conducted by HLL the proceedings under the contract would not be stalled.

## **Clause 2. Commitments of BIDDERS/ BIDDERS**

2. The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:-
  - 2.1 The BIDDER will not offer, directly or indirectly (i.e. employees, agents, consultants, advisors, etc.) any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of HLL, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.
  - 2.2 The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of HLL or otherwise in procuring the contract or forbearing to do or having done any act in relation to obtaining or execution of the contract or any other contract with the Government for showing or forbearing to show favour or disfavor to any person in relation to the contract or any other contract with the Government.



- 2.3 The BIDDER will not engage in collusion, price fixing, cartelization, etc. with other counterparty(s).
- 2.4 The counterparty will not pass to any third party any confidential information entrusted to it, unless duly authorized by HLL.
- 2.5 The counterparty will promote and observe ethical practices within its Organization and its affiliates.
- 2.6 BIDDER shall disclose the name and address of agents and representatives and Indian BIDDERS shall disclose their foreign principals or associates.
- 2.7 The counterparty will not make any false or misleading allegations against HLL or its Associates.
- 2.8 BIDDERS shall disclose the payments to be made by them to agents/brokers or any other intermediary, in connection with this bid/contract.
- 2.9 The BIDDER further confirms and declares to HLL that the BIDDER is the original manufacture/integrator/authorized government sponsored export entity of the defense stores and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to HLL or any of its functionaries, whether officially or unofficially to award the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.
- 2.10 The BIDDER while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of HLL or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.
- 2.11 The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

- 2.12 The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.
- 2.13 If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of HLL, or alternatively, if any relative of an officer of HLL has financial interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of tender.

The term 'relative' for this purpose would be as defined in Section 6 of the Companies Act 1956.

- 2.14 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of HLL.
- 2.15 The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract, and will not enter into any undisclosed agreement or understanding with other Bidders, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- 2.16 The BIDDER will not commit any offence under the relevant Indian Penal Code, 1860 or Prevention of Corruption Act, 1988; further the Bidder(s)/ Bidder(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the HLL as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

2.17 The BIDDER will not instigate third persons to commit offences outlined above or be an accessory to such offences.

2.18 The Bidder(s)/Bidders(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly the Bidder(s)/Bidders(s) of Indian Nationality shall furnish the name and address of the foreign Principal(s), if any.

**Clause.3. Previous contravention and Disqualification from tender process and exclusion from future contracts**

3.1 The BIDDER declares that no previous contravention occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify BIDDER's exclusion from the tender process.

3.2 The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

If BIDDER before award or during execution has committed a contravention through a violation of Clause 2, above or in any other form such as to put his reliability or credibility in question, t HLL is entitled to disqualify the BIDDER from the tender process.

**Clause.4. Equal treatment of all Bidders/Bidders/ Sub bidders**

4.1 The Bidder(s)/ Bidder(s) undertake(s) to demand from his Sub bidders a commitment in conformity with this Integrity Pact.

4.2 HLL will enter into agreements with identical conditions as this one with all Bidders and Bidders.

- 4.3 HLL will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

#### **Clause.5. Consequences of Violation/Breach**

- 5.1 Any breach of the aforesaid provision by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle HLL to take all or any one of the following action, wherever required:-
- i. To immediately call off the pre-contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
  - ii. If BIDDER commits violation of Integrity Pact Policy during bidding process, he shall be liable to compensate HLL by way of liquidated damages amounting to a sum equivalent to 5% to the value of the offer or the amount equivalent to Earnest Money Deposit/Bid Security, whichever is higher.
  - iii. In case of violation of the Integrity Pact after award of the contract, HLL will be entitled to terminate the contract. HLL shall also be entitled to recover from the bidder liquidated damages equivalent to 10% of the contract value or the amount equivalent to security deposit/performance guarantee, whichever is higher.
  - iv. To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
  - v. To recover all sums already paid by HLL, and in case of an Indian BIDDER with interest thereon at 2% higher than the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to the BIDDER from HLL in connection with any other contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid amount.
  - vi. To encash the advance bank guarantee and performance guarantee/warranty bond, if furnished by the BIDDER, in order to recover the payments already made by HLL, along with interest.

- vii. To cancel all or any other contract with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to HLL resulting from such cancellation/recession and HLL shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
- viii. To debar the BIDDER from participating in future bidding processes of HLL for a minimum period of five (5) years, which may be further extended at the discretion of HLL or until Independent External Monitors is satisfied that the Counterparty will not commit any future violation.
- ix. To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
- x. In cases where irrevocable Letters of credit have been received in respect of any contract signed by HLL with the BIDDER, the same shall not be opened.
- xi. Forfeiture of performance guarantee in case of a decision by HLL to forfeit the same without assigning any reason for imposing sanction for violation of the pact.
- xii. 5.2 HLL will be entitled to all or any of the actions mentioned in para 5.1(i) to (x) of this pact also on the commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in Chapter IX of the Indian Penal Code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.
- xiii. 5.3 The decision of HLL to the effect that a breach of the provisions of this Pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Independent External Monitor(s) appointed for the purposes of this Pact.

#### **Clause.6. Fall Clause**

The BIDDER undertakes that it has not supplied/is not supplying similar product/systems or subsystems OR providing similar services at a price/ charge lower than that offered in the present bid in respect of any other Ministry/Department of the Government of India or PSU and if it is found any stage that similar product/systems or sub systems was supplied by the BIDDER to any to the Ministry/Department of the Government of India or a PSU at a lower price, then that very price, with due allowance for elapsed time will be applicable to the present case and the difference in

the cost would be refunded by the BIDDER to HLL, if the contract has already been concluded.

#### **Clause .7. Independent External Monitor(s)**

- 7.1 HLL has appointed Independent External Monitor(s) (hereinafter referred to as Monitor(s)) for this Pact in consultation with the Central Vigilance Commission (Name and addresses of the Monitor(s) to be given).
- 7.2 The responsibility of the Monitor(s) shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.
- 7.3 The Monitor(s) shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.
- 7.4 Both the parties accept that the Monitor(s) have the right to access all the documents relating to the project/procurement, including minutes of meetings.
- 7.5 As soon as the Monitor(s) notices, or has reason to believe, a violation of this pact, he will so inform the CVO.
- 7.6 The BIDDER(S) accepts that the Monitor(s) have the right to access without restriction to all project documentation of HLL including that provided by the BIDDER. The BIDDER will also grant the Monitor(s), upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to subbidders engaged by the BIDDER. The Monitor(s) shall be under contractual obligation to treat the information and documents of the BIDDER/ Subbidder(s) with confidentiality.
- 7.7 HLL will provide to the Monitor(s) sufficient information about all meetings among the parties related to the Project provided such meeting could have an impact on the contractual relation between the parties. The parties will offer to the Monitor(s) option to participate in such meetings.
- 7.8 The Monitor(s) will submit a written report to the CVO of HLL within 8 to 10 weeks from the date of reference or intimation to him by HLL/BIDDER and, should consent arise, submit proposals for correcting problematic situations.

**Clause.8. Criminal charges against violating Bidder(s)/  
Bidder(s)/Subbidder(s)**

If HLL obtains knowledge of conduct of a Bidder, Bidder or Subbidder, or of an employee or a representative or an associate of a Bidder, Bidder or Subbidder which constitutes corruption, or if HLL has substantive suspicion in this regard, HLL will inform the same to the Chief Vigilance Officer.

**Clause.9. Facilitation of Investigation**

In case of any allegation of violation of any provisions of this Pact or payment of commission, HLL or its agencies shall be entitled to examine all the documents, including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

**Clause.10. Law and Place of Jurisdiction**

Both the Parties agree that this Pact is subject to Indian Law. The place of performance and hence this Pact shall be subject to Thiruvananthapuram / Belagavi (Belgaum) Jurisdiction as the case may be.

**Clause.11. Other legal Actions**

The actions stipulated in the Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

**Clause.12. Validity and Duration of the Agreement**

This Pact begins when both parties have legally signed it. It expires for the Bidder/Successful bidder 12 months after the last payment under the contract or the complete execution of the contract to the satisfaction of the both HLL and the BIDDER/Seller, including warranty period, whichever is later, and for all other Bidders/unsuccessful bidders 6 months after the contract has been awarded.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by Chairman and Managing Director of HLL.

**Clause. 13. Other provisions**

13.1 Changes and supplements as well as termination notices need to be made in writing. Both the Parties declare that no side agreements have been made to this Integrity Pact.

13.2 If the Bidder is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

13.3 Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions

IN WITNESS THEREOF the parties have signed and executed this pact at the place and date first above mentioned in the presents of following witnesses:

**HLL**

**BIDDER**

**Sign:**

**Sign:**

**Name:**

**Name:**

**Designation**

**Designation**

Witness

Witness

1.....

1.....

2.....

2.....

\* Provisions of these clauses would be amended /deleted in line with the policy of the HLL in regard to involvement of Indian agents of foreign suppliers.



FORMAT FOR TURN OVER CERTIFICATE TO BE OBTAINED FROM A CHARTERED  
ACCOUNTANT

**TURN OVER CERTIFICATE**

We have verified the books & records of M/s.....

.....of.....and

accordingly we do hereby certify the Turnover as below:

Sl. No	Year	Turnover (Rs.)
1		
2		
3		

*This certificate is issued on specific request of the party for the participation in Tender of Hindustan Latex Ltd., Kanagala-591 225, Dist: Belagavi.*

Date:

Chartered Accountant

Place:

M. No.....

Address:

**Declaration For Accepting Terms & Conditions by the Bidders**

I/we confirm having read and understood all the work requirements, instructions, forms, terms and conditions and all other requirements of the above tender Notification No. Tender No: ..... Date:..... (Both expressed and implied) in full and the offer being submitted is as per the requirements given in this Bid and that I/we agree to abide by all without any deviation.

SIGNATURE  
NAME & ADDRESS OF APPLICANT

(Seal of Applicant)

Date:  
Place:

# **TENDER DOCUMENT**

**FOR**

**SECONDARY PACKING WORK OF  
CONDOM, OCP & SANITARY NAPKINS  
INSIDE FACTORY / BIDDER PERMISE.  
FOR TWO Years (2024-2026)**

## **PART II PRICE BID**

**HLL/BGM/HR/SEC-PACKING/2024-2026  
Date: 04.07.2024**

**HLL LIFECARE LIMITED.  
KANAGALA – 591 225  
BELAGAVI DIST.  
KARNATAKA**

**III PRICE BID FORMS****Secondary Packing Rate Schedule for various Schemes of  
Condoms, OCP & Sanitary Napkins for TWO Years (2024-2026)**

Tender Ref: HLL/BGM/HR/SEC-PACKING/2024-2025, Date: 04.07.2024

**Table – I Condoms Secondary Packing Rate Schedule:**

Sl. No	Schemes	Configuration	Order Qty. M. PCs	Rates Per Carton (Inside Factory Premises) (inclusive all)	Rates Per M. PCs (Outside Premises) (inclusive all)
1	Free supply	5x48x24	180		
2	Naco	5x48x24	168		
3	Deluxe	5x48x24	168		
4	Ustad 3'S	3x56x24	60		
5	Thrill 3'S	3x60x20	60		
6	Sawan 3's	3x30x30	18		
7	Ustad 6'S	6X30X20	12		
8	Sawan 10's	10x12x30	12		
9	Bliss 6;s	6x20x30	8		
10	Thrill 10's	10x18x20	18		
11	Kamagni	3X60X20	16		
12	Masti	3.X60X20	16		

**NB:****Place:****Date:****Name & Signature of the Bidder****Seal of the Bidders**

**Table – II OCP Secondary Packing Rate Schedule:**

<b>Sl. No</b>	<b>Schemes</b>	<b>Configuration</b>	<b>Order Qty. In Lakhs</b>	<b>Rates Per Carton in Rs. Factory Premises (Inclusive all)</b>	<b>Rates Per Lakh Cycles in Rs. Outside Premises (Inclusive all)</b>
1	MALA N (FS)	1X100X10	600		
2	CHHAYA (FS)	1X100X6	200		
3	EZY PILL (FS)	1X50X20	150		
4	SAHELI & SAHELI PLUS	1X10X60	50		
5	APSARA (1'S)	1X15X60	20		
6	APSARA (3'S)	3X12X30	20		
7	MALA D	1X10X100	100		
8	SMART CYCLE (1'S)	1X20X50	20		
9	SMART CYCLE (2'S)	1X50X2X10	10		
10	SMART CYCLE (3'S)	3X10X40	20		
11	KHOSHI 1'S	1X12X80	20		
12	KHOSHI 3'S	3X12X48	20		
13	PREVENTOL JAMAICA	1X5X180	20		
14	PROTEC PHILIPPINES	1X50X6	40		
15	UNIPILL	1X20X68	10		

**NB:**

**Place:**

**Date:**

**Name & Signature of the Bidder**

**Seal of the Bidders**

**Table – III Sanitary Napkins Secondary Packing Rate Schedule:**

<b>Sl.</b>	<b>Schemes</b>	<b>Configuration</b>	<b>Approx. Qty. in M. Pcs</b>	<b>Rates Per Boxes in Rs. (inclusive all)</b>
1	Shuchi	1x10x140	350	
2	Puthuyugam,	1x6x160	240	
3	She-Pad (280 mm)	1x7x200	62	
4	Harayana (280 mm)	1x7x200	55	
5	Happy Days 3'S	1x3x108	19	
6	Happy Days 8'S	1x8x140	58	

**NB:**

**Place:**

**Date:**

**Name & Signature of the Bidder**

**Seal of the Bidders**