

एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED
(भारत सरकार का उद्यम) (A GOVT. OF INDIA ENTERPRISE)
कणगला KANAGALA - 591225

HLL/BGM/HR/Taxi-Car/2022-2023

Date: 01.06.2022

निविदा सूचना TENDER NOTIFICATION

Sealed and competitive tenders are invited from Agencies / Individuals for providing following passenger vehicles for our official use on contract basis for a period of **TWO Years**. Vehicles should be registered on or after 01.07.2020 and should comply the conditions as per Annexure - A enclosed herewith;

S.No.	Particulars	Description
1	Vehicle type	MARUTI SWIFT DESIRE / MAHINDRA VERITO / TOYOTA ETIOS
2	No. of vehicles to be provided	One Number for 12 Hours daily
3	Approx Tender value for 2-years (Rs.)	15.00 Lakhs
4	Period of contract	01.08.2022 to 31.07.2024
5	EMD (EMD is exempted for MSME as per guidelines issued by Government time to time)	Rs.10,000/- shall be paid separately through RTGS/NEFT / BANK GURANTEE transfer to - State Bank of India A/c Number: 11130285123 IFSC Code: SBIN0000888 Branch name: Ashok Nagar, Nipani
6	Security Deposit	3% of the work order value
7	Eligibility criteria for Bidders	As per Tender document
8	Start date for submission of Tenders	02.06.2022 / 10:00 Hrs.
9	Last date and time for online submission of bids	22.06.2022 / 17:00 Hrs.
10	Date of Price Bid opening meeting	23.06.2022 / 11.00 Hrs.

1. Preference will be given to L1 party. However, HLL reserves the rights to allot the contract to the other parties other than L1.

Tender details are also available in our website i.e. www.lifecarehll.com and in and in Central Public Procurement Portal i.e. <https://eprocure.gov.in/epublish/app>

SENIOR MANAGER (HR)

Vehicle Requirements and Terms and conditions:

1. Vehicle should be provided for 12 Hrs. daily for 1500 Kms per month with one Driver.
2. Unutilized number of kilometer out of 1500 kms of minimum running per month will be carry forwarded to subsequent months till the end of contract period without any additional payment.
3. The vehicle should have a valid taxi permit for Karnataka, Maharashtra & Goa state, for the entire period of the contract and should fulfill all the statutory requirements.
4. The meter indicating the kilometer should be accurate and in working condition as per the regulation of the Regional Transport Authorities concerned. The kilometer reading will be recorded at the factory premises however kilometer for to and fro running to garage / fuel refilling shall be in the Contractor's account.
5. The Tenderer must be the owner of the vehicle. The vehicle should be Yellow Board, new or registered after 01.07.2020. Copy of RC book / smart card should be enclosed with the tender as proof of ownership and year of registration or Contractor can attach brand new vehicle within two months of awarding of the contract.
6. Management reserves the right to increase or decrease the total number of the vehicle, the contractor able to provide the additional vehicle with the same terms and conditions on a need basis and payment will be made proportionately to the tenders / contractors.
7. The bidder should not offer the vehicles already under contract with other HLL units or with some other organization.
8. Contractor/s who has earlier renege or breach of contract will not be considered.
9. On award of contract, Security Deposit (SD) of Rs.1.00 Lakh in cash / Bank guarantee of the equivalent amount is to be submitted or SD will be recovered @3% from each bill, subject to a maximum of Rs.1 Lakh. The SD amount will be returned without any interest by cheque only after satisfactory completion of the Contract. Bank Guarantee of Nationalized Bank is only acceptable. The period of bank guarantee will be till satisfactory completion of contract.
10. In case the bidder withdraws after awarding of contract or commits any breach of contract the security deposit shall be forfeited.
11. HLL Lifecare Ltd. will not be liable for any accident that happened to the Vehicle and injury to the driver. The Contractor alone will be liable for any compensation on account of any event.
12. The drivers engaged by you for driving the vehicle shall be contractor's employee's only and not of HLL Lifecare Ltd.,
13. The Vehicle provided as above fails in its operations by mechanical error or otherwise lack of driver etc., the contractor shall arrange another vehicle having same condition and sitting capacity immediately.
14. On receipt of the work order, contractor has to execute an agreement on stamp paper worth of Rs.100/-. Within 15 days from the date of work order.
15. The Driver should be well behaved and have a Mobile Set with a valid SIM.
16. Two pairs of white Uniforms each year to be provided by the Contractor to the drivers. The driver should wear a uniform as prescribed by the company. The contractor has to bear the cost of the uniform.

17. The drivers should not consume any alcohol / liquor, Gutkha, tobacco etc. while on duty. In such case, the driver /s will be terminated immediately and penalty of Rs.5000 will be levied for each instance. Such penalty will be recovered from the contractor's Bills.
18. The drivers and vehicles should be covered by valid insurance and the payment of compensation in case of an accident or otherwise shall be the responsibility of the contractor.
19. The contractor, with whom the contract is finalized, should be able to provide the vehicle from the date confirmed by HLL.
20. The vehicle should be in good condition with respect of Engine, Colour, Suspension, upholstery, Car Tyres and wiring etc.
21. The rates quoted shall include the wages to the drivers, cost of oil, fuel, taxes, insurance, service charge and all payments to be made as per law in this regard. The contractor shall solely responsible for compliance with statutory levies.
22. No advance will be given for the service provided by the contractor and the payment will be released on monthly basis on the presentation of bills after statutory deductions such as Income Tax, TDS etc. as applicable.
23. If required the drivers need to continue the duty beyond 12 Hrs. of scheduled duty. In such a case, the contractor needs to pay the extra allowance as agreed by HLL.
24. If the services of the contractor are not found satisfactory, HLL Lifecare reserves the right to cancel the contract after giving 30 days' notice.
25. In case the contractor fails to provide the vehicle / driver on any day, the same will attract a penalty of Rs.1000/- per day and additional expenses incurred by the company for an engaging vehicle from other sources will be recovered from the contractor's Bill / Security deposit.
26. Failure to supply the vehicles continuously for seven days shall be treated, as a breach of contract and the security deposit will be forfeited.
27. The vehicles shall be provided for all the days including Sundays and holidays.
28. In the event of any dispute, the same shall be referred to the Unit Chief, HLL Kanagala. The decision of the Unit Chief shall be binding on all Tenderers / Contractors. 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
29. 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.
30. 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
31. 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.

32. Conditional bids will be rejected outrightly and decision of HLL Lifecare Limited in this regard shall be final and binding.
33. Tenderer who is not following the general terms and conditions of this tender will be rejected outrightly.
34. 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.
35. Payment will be released on monthly basis on submission of proper bills attaching the documents specified by the Company.
36. Taxes and duties if applicable are to be borne by the contractor only.
37. HLL Lifecare Ltd. has no obligation with regard to statutory and other welfare measures for the workmen employed by the contractor for the said contract.
38. In the event of unsatisfactory services rendered by the contractor, the contract may be cancelled by the HLL by giving one month's notice. In case the contractor 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.
39. The contractor shall take applicable insurance or cover all the workmen under the provisions of ESI as the case may be.
40. 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.
41. Contractor 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

Company reserves the right to issue tender to individuals. The tenderers should be ready to attend negotiation at their own cost at Kanagala or at the place fixed by the Company.

42. **The Rate finalized against the tender shall remain firm during the contract period and no revision / escalation will be considered except increase / decrease in fuel (HSD) cost. Rate revision (increase / decrease) on account of the change in fuel price will be based on the formulae given below.**

FUEL RATE INCREASE / CONSUMPTION NORMS:

- a) Rate of the HSD on the tender opening date at Kanagala will be considered as a base rate for rate revision
- b) Formulae for Rate revision

$$\frac{\text{Rate Revision Per Litre} \times \text{Total No. of Kms Vehicles Utilized}}{\text{Vehicle Mileage (Avg.) Per Litre}}$$

The running Kms per litre of fuel will be computed as under

- I) Maruti Swift Desire - 21 Kms
- II) MAHINDRA VERITO - 20 Kms.

III) Toyota Etios - 22 Kms.

Rate revision (Increase / Decrease) on account of change in fuel price by Rs. 2/- Per litre or more will be the basis for rate revision as per the above formulae.

43. The Company reserves the right to cancel the Tender OR to award the contract to one or more contractors, fully or partially at its discretion.
44. Duly filled enclosing all the required documents superscribed Tenders should be submitted on Or before the due date and time to the office of The ED (O) & Unit Chief, HLL Lifecare Ltd. Kanagala – 591225 in **HARD COPY FORM**. Tenders received after Due date and time shall be summarily rejected.
45. **The Validity of the tender can be extended for a further period of Two years if services are satisfactory.**

SENIOR MANAGER (HR)

PRICE – BID FORMAT

Ref: Tender Notification No. HLL/BGM/HR/Taxi-Car/2022-2023, Date: 01.06.2022

We are submitting herewith our/my quotation against above tender notification.

1. Name :
2. Full address :
for communication
3. Phone/Mobile No. :
4. Experience :
5. No. of Vehicles : Presently owned :
Proposed Vehicle :

6.

Sl. No.	Type of vehicle	Reg. No.	Year of Registration
1	MARUTI SWIFT DESIRE / MAHINDRA VERITO / TOYOTA ETIOS		

7. Rate schedule (Contract Period 2 Years)

Sl. No.	Details	Rate per vehicle	
		1 st Year	2 nd Year
1	Monthly Rate for Providing vehicle for 12 Hrs. and for 1500 Kms per month with 1 Driver.		
2	Rate per Kms for extra Distance (Kms) over and above 1500 Kms. (Inclusive of all)		
3	Extra Rate per Kms for running the vehicle with AC		
4	Extra allowance per hour for Drivers Beyond 12 Hrs. (13 to 15 Hrs.) i.e. Beyond 1 Hr. and up to 3 Hrs. than normal duty Hrs.		
5	Out Station Bhatta (for night halt) per night		

** The bidders should not quote the GST as the GST for the above services are applicable under RCM of GST rules. However if the bidder is corporate body, the GST will be applicable as per the rules applicable from time to time.*

Note - Unutilized number of kilometer out of 1500 kms of minimum running per month will be carry forwarded to subsequent months till the end of contract period without any additional payment.

We are agreeable for the terms and conditions of the referred tender notification and agree to provide vehicle as above.

Name & Signature of Bidder

Place :

Date :