

**HLL LIFE CARE LIMITED**  
**(A Government of India Enterprise)**  
**Plot No. 71 Sector 07, IMT Manesar**  
**Gurgaon-122050**  
**Haryana, INDIA**

**LIMITED TENDER ENQUIRY**  
**(TECHNICAL BID & PRICE BID)**

**SUPPLY, INSTALLATION, CABLING, TESTING & COMMISSIONING OF**  
**DIESEL GENERATOR SET(100KVA),QTY-01 No**

**AT**  
**MANESAR FACTORY,**  
**GURGAON, HARYANA, INDIA**

**TENDER NO. : HLL/MFG/PUR/ DG-SET (100 KVA) /2013-14**

**HLL LIFECARE LIMITED**  
**(A Government of India Enterprise)**  
**Gurgaon – 122050, Haryana**

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**HLL LIFECARE LIMITED**  
**(A Government of India Enterprise)**  
**Gurgaon – 122050, Haryana**

**INSTRUCTIONS TO BIDDERS**

1. Date : 18.02.2014
2. Limited Enquiry No. : HLL/MFG/PUR/ DG-SET (100 KVA) /2013-14
3. The Bid is intended to procure DG Set (100KVA) as per specification in Schedule-A.
4. The Bid comprises of two parts:
  1. Technical Bid
  2. Price Bid
5.
  - a. The Technical Bid must be accompanied by EMD of INR 15,000 in the form of a Demand Draft drawn in favor of M/s. HLL LIFECARE LIMITED, payable at New Delhi/ NCR.
  - b. MSE Units are exempted from payment of EMD and other benefits as applicable, however they should submit a copy of the registration certificate for this purpose along with the tender.
6. Bid Submission : Both the bids – Technical and Price bid shall be submitted in sealed covers separately. Bids shall be super-scribed with TENDER NO. : HLL/MFG/PUR/ DG-SET (100 KVA) /2013-14, Technical Bid and Price Bid on the respective covers in order to clearly identify between the two bids. The two separately marked bids shall be placed in a single sealed cover with respective mentioning Tender No. thereon, complete in all respect, addressed to the Unit Chief, HLL LIFECARE LIMITED, Plot No. 71, Sector – 7, IMT Manesar, Gurgaon, Haryana – 122050. The completed bid should reach us on the due date and time mentioned in the Tender Notification. HLL shall not be responsible for any delay, if any, in the delivery of the bidding document or non-receipt of the same.
7.
  - a. The last date of receipt of Techno- Commercial Bid: **11.03.2014; 3.00 P.M**
  - b. Date of Opening of Technical Bid: **11.03.2014; 3.30 P.M**
8. In the event of the date mentioning above being declared subsequently as holiday for the purchase's office, the above due date for submission and opening of bids will be the next working day at the same venue and time.

**HLL LIFECARE LIMITED**  
**(A Government of India Enterprise)**  
**Gurgaon – 122050, Haryana**

**TENDER NO. : HLL/MFG/PUR/ DG-SET (1000 KVA) /2013-14**

**INSTRUCTIONS TO BIDDERS**

9. Bids received after the deadline for the submission shall not be considered.
10. The bidder is expected to examine all specifications, instructions, Forms, terms and conditions given in the Bidding documents. Failure to furnish all information required in the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the bidder's risk and may result in rejection of the bid. Any clarification required will have to be obtained one week prior to the date of opening of the "Technical Bid".
11. Certificate / Declaration as given in the Schedule G stating that ALL TERMS AND CONDITIONS of this Tender is acceptable should accompany the tender failing which the tender is likely to be summarily rejected.
12. The Price bid of those tenderer who qualify in the Technical Bid only will be opened. The date and time of opening of price bid will be intimated separately. The Price Bids of the tenderer who do not qualify shall be returned unopened.

**Unit Chief,**  
**HLL Lifecare Limited**  
**Plot. No. 71, Sector – 7, IMT,**  
**MANESAR, GURGAON**  
**HARYANA -122051**  
**PHONE: 0124-4030949**  
**FAX: 0124-4030949**

HLL LIFECARE LIMITED  
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Gurgaon – 122050, Haryana

**TENDER NO. : HLL/MFG/PUR/ DG-SET (100 KVA) /2013-14**

**SCOPE: SUPPLY, INSTALLATION, CABLING, TESTING & COMMISSIONING OF DIESEL GENERATOR SET (01 No)**

**REQUIREMENT:** R.T.U (Ready-to-use) 100 KVA DIESEL GENERATOR SET complete with Diesel Engine coupled to Alternator, with Fuel Tank, Batteries, Exhaust Chimney, Acoustic Enclosure, Hour-Run Meter, Energy Meter and Auto Switch ON/OFF system.

**QUANTITY:** 01 NO.

**TECHNICAL SPECIFICATION:**

**1. Engine (Reputed make)**

Diesel Engine of HP suitable for 100 KVA Alternator, Water cooled, Turbocharged, with after-cooler, suitable for continuous operation with an overload capacity of 10% for one hour, with standard accessories including following:-

- |   |         |
|---|---------|
| 1.1 Radiator with blower  | - 1 Set |
| 1.2 Corrosion inhibitor   | - 1 Set |
| 1.3 Filters for fuel, lube oil, by pass   | - 1 Set |
| 1.4 Dry type air cleaners   | - 1 Set |
| 1.5 Motor driven priming pump   | - 1 Set |
| 1.6 Electric Starter  | - 1 Set |
| 1.7 Electronic Governor   | - 1 Set |
| 1.8 Electronic Control panel <u>Self Automatic Switch ON/OFF mode</u><br><u>when power supply interrupted</u> with indicators for water &<br>oil temperature, lube oil pressure, engine speed and engine hours. | - 1 Set |
| 1.9 <u>Energy Meter</u>   | - 1 Set |
| 1.10 Safety Controls (trip & indication) for HWT, LLOP and EOS  | - 1 Set |

**2. Alternator (Reputed make)**

Rating: 100 KVA, at 0.8 PF, 415 Volts 3 Phase, 4 Wires, 50 Cycles, 1500 RPM, Self excited, self regulated, brushless excitation, with AVR for + or – 25% Voltage regulation from no load to full load.

**Insulation Class: H**

**Suitable for continuous operation. Generally confirming to BS:5000 / IS:4722.**

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3. Base Frame - Sturdy with iron channel fabrication for mounting the above Engine and Alternator
4. Fuel Tank – Sufficient to hold diesel for a minimum of 6 hours running of DG set, complete with level indicator, inlet & outlet air vent, drain plug, etc.
5. Battery – 12 Volts Batteries of Exide make, rating and quantity – as per requirement
6. Chimney insulated with cladding – 17 meters, self supporting as per the State PCB norms
7. Providing and Fixing Cable (Cabling)- 17 meters to be connected with DG Set and Panel Box
8. Fixing earthing connection with clamps and GI Strips.
9. Providing and Fixing Panel/Change Over at company wall for DG Set (100KVA)
10. Labour Charges for above all activities should be included in quoted price, no extra payment will be made for the same.

**11. MISCELLANEOUS**

**Statutory Requirement**

- 11.1 Getting approval for the new installations and modification from Statutory Authorities, including preparation and submission of the required drawings.
- 11.2 Getting clearance for the new installations and modifications from State Electricity Board, including preparation and submission of required drawings.
- 11.3 Getting clearance for the new installations and modifications from State Pollution Control Board, including preparation and submission of required drawings.

(Note: All construction generally confirming to the Electricity Rules and Standards)

**PERFORMANCE TEST**

On completion of Installation, Performance Tests shall be conducted within a period of 7 days after commissioning of the Diesel Generator Set to observe the performance of the machine in respect of its operation, output and functioning.

**OPERATION TEST**

In order to access the consistency of the machine performance with respect to speed (rpm), output (kWH), effective cooling, etc. the machine will be operated for 4 hours continuous running for the two consecutive days after the successful completion of performance test.

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**CORRECTIVE ACTION, REPAIR AND MODIFICATION**

On the above tests, if it is proven that, the Diesel Generator set has not fulfilled the guaranteed performances; the supplier shall undertake repairs / modifications / rectification at their cost within Thirty (30) days from the date of such performance / operational guarantee tests.

**RETESTING**

Upon completion of the repairs / modification / rectification referred above, further performance / operational tests shall be conducted as stated. If the DG-Set thereafter meet the requirements of guaranteed performance, the suppliers obligations shall be treated as fulfilled. If the DG-Set is still not able to give the guaranteed performance to meet the specification, the purchaser will have the right to reject the machine.

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

**PLACE:**

**Name & Signature of the Applicant**

**DATE:**

**(with Office Seal)**

**HLL LIFECARE LIMITED**  
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**TENDER NO. : HLL/MFG/PUR/ DG-SET (100 KVA) /2013-14**

**PREQUALIFICATION REQUIREMENTS**

1. The tenderer should have minimum 3 years experience in the relevant field.
2. Turn over of the bidder during the last 3 years should be at least INR 30 Lacs per annum
3. The tenderer should have strong technical back up for executing the work as per tender requirements.
4. The duly signed acceptance form conforming that All Terms & Conditions, and technical specifications are understood by the bidder and Certificate that bid is in total conformity with the specifications and terms and conditions mentioned in the bid document and certificate on the period of validity (sheet enclosed) should be given.
5. The intending tenderer should fulfill the following requirement :-
  - a) The bidder should be able to provide after sales service.
  - b) The performance and output of the unit will be evaluated during technical evaluation.

HLL does not bind itself to accept the lowest or any tender, and reserves to itself the right to accept or reject any or all the tenders, either in whole or in part without assigning any reason for doing so.

**PLACE:**

**Signature**

**DATE:**

**Name & Address of the Bidder with Seal**



HLL LIFECARE LIMITED  
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**TENDER NO. : HLL/MFG/PUR/ DG-SET (100 KVA) /2013-14**

**MANUFACTURER / SUPPLIER DETAILS FOR PREQUALIFICATION**

**NAME OF WORK: Supply, installation, testing and commissioning of Diesel Generator Set (100KVA) at Manesar Factory, Gurgaon, Haryana. (01 No.)**

**A. Name of Firm / Company :**

1. Postal Address :

2. Telephone No. :

FAX :

E-Mail :

3. Year of establishment of firm/company :

**B. In the case of Firm**

1. Whether proprietary of partnership firm :

2. Name of Managing Director :

3. Name of Other Partners :

**C. In the case of Company**

1. Whether Private Limited or Public Limited Company :

2. Name of Managing Director :

3. Name of Other Director :

**D. Specify no. of major installations of similar work completed successfully. Enclose the details of such installations. The client list shall be enclosed.**

**Note: Details to be furnished in Schedule – D.**

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MANUFACTURER / SUPPLIER DETAILS FOR PREQUALIFICATION

E. Annual turn over of the bidder during the last 3 years.

(Photocopies of CA certified financial Statement for last 3 years, sealed and duly signed by bidder should be provided along with technical bid.)

F. Tax registration details (domestic vendors)

A. CST No. / VAT No.

B. TIN No.

G. Whether the tenderer is in possession of the

Required tools and equipments for the execution of this work : YES/NO

H. Technical Specification : in Schedule A (filled and enclosed)

I. Acceptance Form in Schedule E

J. CERTIFICATE as per Schedule G

I/We hereby certify that the details given in the application form and Schedule D to Schedule H, are correct to the best of my/our knowledge. I/We have no objection in contacting any of our clients for reference.

Place:

Signature

Date:

Name and Address of the bidder with seal

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<b>DETAILS OF MAJOR INSTALLATIONS OF SIMILAR WORK COMPLETED SUCCESSFULLY BY THE TENDERER AS MANUFACTURER/SUPPLIER DURING THE LAST 3 YEARS</b>				
<b>Sl. No.</b>	<b>Name of Client with full address, telephone numbers and nature of work</b>	<b>Details of Installation</b>	<b>Value of works completed (in INR)</b>	<b>Period of Completion with dates (in months)</b>

**SIGNATURE OF BIDDER WITH SEAL**

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**ACCEPTANCE FORM**

To be submitted in the letter head of the firm indicating full name and address, telephone & fax numbers etc.

**From**

**To**

**UNIT CHIEF  
HLL LIFECARE LTD  
Plot No-71, Sector-07,  
IMT Manesar  
Gurgaon-122050, Haryana**

Dear Sir,

I/We, hereby offer to supply/install/test/commission the DG set as detailed in schedule hereto or such portion thereof as you may specify in the acceptance of Bid at the price given in the price bid and agree to hold this offer open for one year from the date of bid opening prescribed by the Purchaser. I/We have understood the terms and conditions mentioned in the invitation for bid and Conditions of Contract furnished by you and have thoroughly examined the specifications quoted in the bid document hereto and are fully aware of the nature of the scope of work required and my/our offer is to comply strictly in accordance with the requirement and the terms and conditions mentioned above.

**Yours faithfully,**

**SIGNATURE OF THE BIDDER WITH SEAL**

**HLL LIFECARE LIMITED**  
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**TERMS & CONDITIONS**

1. The Tender should be completed in all respects. Incomplete tenders are liable to be rejected.
2. Unsealed Tenders received are liable to be rejected and this will be at the sole risk of the Tenderer.
3. The tender is liable to be suspended or cancelled at anytime at the discretion of the company without assigning any reason.

4. In the event of placing orders: -

(i) In tenderer shall return one copy of order signed and sealed as a token of acceptance.

(ii) In case of rejection, the machine should be taken back and replaced at yours risk and cost within 10 days of intimation from HLL.

Machine shall be returned back to you through the Transporter indicated by you.

- A. Certificate confirming that the machine offered by you is environment friendly i.e. non-hazardous to the environment is to be enclosed with the Technical bid.
- B. The supplier agrees to supply strictly as per the order terms in respect of quality and specification. HLL reserves the right not to receive the goods beyond the delivery date given in the order.
- C. The following documents should accompany the consignment
  - a. Invoice in triplicate bearing Supply Order No. & date
  - b. Delivery Note/Challan
  - c. Packing List
  - d. B/L No. or LR No.
  - e. Test Certificate of performance

D. Payment Terms :-

- a. 70% of the value of supply shall be paid against supply and acceptance of equipment & accessories by HLL,IMT Manesar,Gurgaon.
  - b. 20% will be released after successful installation and commissioning.
  - c. 10% against submission of Performance Bank Guarantee for 10% of contract value. The PBG should be in the form of BG /Demand Draft in favour of HLL Lifecare Ltd, Gurgaon/ New Delhi valid for one year from the date of installation and commissioning.
- E. The jurisdiction of any dispute, suits and proceedings arising out of this tender shall be only in the court of Delhi.

5. WARRANTY

The supplier shall warrant that the goods supplied under the contract shall have no defect arising from design, materials or workmanship. Period of warranty shall be 12 months from the date of installation and commissioning or 18 months of supply whichever is less as certified jointly by the supplier and the Purchaser.

6. INSURANCE

The goods supplied under the contract, shall be fully insured by the supplier in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery.

7. DELIVERY/COMPLETION PERIOD

Time being the essence of the Contract, the delivery and completion period stipulated should be strictly adhered to. The Supplier should supply, install, test and commission the equipment as per the Contract within 1 months from the date of award of contract.

Delivery of the goods shall be made by the supplier in accordance with the terms specified by the purchaser in the notification of award.

8. PACKING

The supplier shall provide such packing of the goods as is required to prevent damage or deterioration during transit to site. The packing shall be sufficient to withstand, without limitation, rough handling during transit and open storage.

## 9. TRANSPORTATION

Bidders: are required to supply the machinery at our factory premises IMT Maneasr Gurgaon. The freight and Insurance charges are to be indicated in the rate schedule.

## 10. INCIDENTAL SERVICES

As specified in the price schedule, the supplier may be required to provide any or all of the following services:

- a) Performance or supervision of on-site assembly, start-up and successful commissioning of the machines
- b) Supply of tools required for assembly and/or maintenance of the machine
- c) Training of the purchaser's personnel
- d) Performance or supervision of maintenance and/or repair of the machines, for the period of warranty specified in the contract.

## 11. PERFORMANCE GUARANTEE

The Supplier shall fully guarantee that, the machine supplied will perform in accordance with the specifications and to be free of all defects in design, material and workmanship.

In case of failure or should the design, material or workmanship prove defective within a period of 12 months from the date of handing over, the equipment shall, upon notification of deficiency or defect, be promptly corrected by the Supplier to the satisfaction of Purchaser without delay and at no extra cost. If the Supplier fails to take proper corrective action to replace or repair the deficiency within a reasonable time of Purchaser's notification to this effect, the Purchaser shall be free to take such corrective action at the Supplier's risk and cost.

Even if Inspection and/or tests are fully carried out by Purchaser or their representatives, the Supplier is not absolved to any degree of his responsibility to ensure that the machine supplied comply strictly with the requirements as per specifications given in the Contract, and the Purchaser shall be free to point out any defect till the guarantee period is over.

Simultaneously with the successful completion of the contract, supplier shall furnish a Performance guarantee in the form of a Demand Draft or a Bank Guarantee or from balance payment to be paid to the supplier as per contract, acceptable to the purchaser, for an amount equivalent to 10% of the total price on the value of the contract as Deposit for his faithful execution of Performance Guarantee. The Performance guarantee should be valid for twelve months - the Guarantee Period.

HLL will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these clauses, a substantially responsive bid is one that conforms to specifications and all the terms and conditions of the bid documents without material deviation to extrinsic evidence

**INDEMNITY CLAUSE:**

If the supplier fails to execute the order within the time prescribed for the delivery of goods ordered or violates or infringes the existing rates as agreed to as mentioned in the supply order, the supplier shall and will indemnify the company against all losses or damages whatsoever to be incurred or sustained including the legal cost or expenses incurred by the company by reason of non-delivery of goods at agreed quantity and rate within the time specified in the supply order. The company will initiate legal action if the supplier fails to execute the supply order as per the schedule in the supply order for the actual loss suffered. Responsiveness of the Bid shall be at the discretion of HLL.

Bid pronounced Non Responsive by HLL shall be summarily rejected. The decision of HLL will be final and no correspondence of this shall be entertained.

We have read and understood the above conditions and agree to abide by the same.

**PLACE:**  
**DATE:**

**NAME AND SIGNATURE OF THE APPLICANT**  
**(WITH OFFICE SEAL)**



**HLL LIFECARE LIMITED  
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Gurgaon – 122050, Haryana**

**TENDER NO. : HLL/MFG/PUR/ DG-SET (100 KVA) /2013-14**

**CERTIFICATE**

I/we hereby certify that the information given with this bidding document is correct. If, at any stage, it is found to be incorrect, I/we understand that the contract will be liable to be terminated and action could be taken against me/us by the Company for damages.

**SIGNATURE(S) OF BIDDER WITH SEAL**

(To be submitted in the letter pad of the firm indicating full name and address, telephone & fax numbers etc.)

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**TENDER NO. : HLL/MFG/PUR/ DG-SET (100 KVA) /2013-14**

**PRICE BID**

RATE SCHEDULE FOR SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF DIESEL GENERATOR SET WITH HOUR-METER, ENERGY-METER & SELF AUTOMATIC SWITCH ON/OFF MODE at MANESAR FACTORY GURGAON, Haryana

**DG Set (100KVA), QUANTITY – 1 No.**

PRICE PARTICULARS	PER UNIT (IN RS.)	REMARKS
BASIC PRICE OF ENGINE AS PER SPECIFICATION MENTIONED IN SCHEDULE-A in Rs.		
PROVIDING AND FIXING CHIMNEY WITH CLADDING-17 meters in Rs.		
PROVIDING AND FIXING CABLING-17 meters in Rs.		
PROVIDING & FIXING PANEL/CHANGE OVER AT COMPANY WALL FOR DG SET(100KVA) in Rs.		
FIXING EARTHING CONNECTION WITH CLAMPS & GI STRIPS in Rs.		
EXCISE DUTY INCLUSIVE OF CESS (in %) in Rs.		
CST / VAT (in %) in Rs.		
SUPPLY INSTALLATIONS AND COMMISSIONING CHARGES (if any) in Rs.		
FREIGHT IN Rs.		
INSURANCE in Rs.		
Others, If Any (Please Specify) in Rs.		
<b>TOTAL VALUE</b>		

**NB: In case of any discrepancy between price written in figures and words than price written in words will prevail**

MINIMUM TIME REQUIRED FOR SUPPLY OF MACHINE AFTER RECEIPT OF LETTER OF INDENT/ PURCHASE ORDERS

}

VALIDITY: 1 YEAR

PLACE:  
DATE:

NAME AND SIGNATURE OF THE TENDRER  
(WITH OFFICIAL SEAL)

**HLL Lifecare Limited**  
**(A Government of India Enterprise)**  
**Plot.No. 71, Sector – 7, IMT,**  
**MANESAR, GURGAON, HARYANA -122051**  
**TENDER NO. : HLL/MFG/PUR/ DG-SET (100 KVA) /2013-14**

**PERFORMANCE SECURITY FORM (BANK GUARANTEE)**

To  
**Unit Chief,**  
**HLL Lifecare Limited**  
**Plot.No. 71, Sector – 7, IMT,**  
**MANESAR, GURGAON**  
**HARYANA -122051**  
**PHONE: 0124-4030949**  
**FAX: 0124-4030949**

WHEREEAS (name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no .....dated.....2014 to Supply (description of goods and services) (hereinafter called "the contract")

AND WHE.REAS it has been stipulated by you in the said contract that the supplier shall furnish a bank guarantee form a recognized bank for the sum specified therein as security for compliance with its obligations in accordance with the contract:

AND WHE.REAS we have agreed to give the supplier such a bank guarantee:

NOW THEREFORE we here by affirm that we are guarantors and responsible to you on behalf of the supplier, up to a total of ..... (amount of the guarantee in words and figures), such sum being payable in the types and proportions of currencies in which the contract price is payable, and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or it show grounds or reasons for your demand or the sum specified therein.

We here by waive the necessity of our demanding the said debt from the supplier before presenting us with the demand

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any J of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we here by waive notice of any such change, addition or modification.

This guarantee shall be valid for up to ( ) from the completion of contractual obligations by the supplier.

**Signature and seal of the guarantor**

**Place:**  
**Date:**