

HLL Biotech Limited
(A Government of India Enterprise)
(A Subsidiary of HLL Lifecare Limited)
Corporate identity number of HBL: U24290KL2012GOI030732 dtd 12.03.12

BID REF No: HBL/IVC/ELE/RT/PM/001/18-19 dated 21.09.2018

**LIMITED TENDER ENQUIRY FOR PREVENTIVE MAINTANANCE OF
CIRCUIT BREAKERS & TRANSFORMERS INSTALLAED IN SUBSTATIONS
AT INTEGRATED VACCINE COMPLEX, CHENGALPATTU**

INTRODUCTION OF THE COMPANY

HLL Biotech Limited (HBL) was incorporated as a subsidiary of HLL Lifecare Ltd, a Government of India Enterprise under the Ministry of Health and Family Welfare, Government of India. HBL is conceived to take the lead role in providing products, services and assistance in achieving our country's goals in immunization and eradication of deadly diseases.

HBL is setting up an Integrated Vaccine Complex (IVC) at Chengalpattu, an emerging industrial hub in the southern tip of Tamilnadu state. Project outlay for IVC is Rs 6.00 Billion and 75% of the products & services will be designed to meet the targets of the Universal Immunization Policy (UIP) of the country.

This project has been declared as a "Project of National Importance" by the Government of India.

SCOPE OF WORK

The scope of work is the following: -

I. For Circuit Breakers (VCB & ACB): -

The following works are to be performed for all the breakers (VCB & ACB)

- Cleaning of Breaker with cleaning Agents.
- Removal of old grease and re-greasing the same with recommended grease.
- Checking the condition of arcing contact and gap between fixed and moving arcing contacts shall be checked and adjusted as per the recommendations.
- Checking the proper function of Mechanism.
- Check tripping functions through Protection release.

- Check presence of hardware and proper tightening of hardware.
- Checking condition and alignment of jaw contact with cradle terminals

II. For Transformers: -

- Transformer Oil filtration.
- Silica gel testing & replacement (If required).
- Testing of Buchholz relay, OTI, WTI alarm/trip settings and other protection circuits.
- Tightness checking of bushings, bus bars, Earthing etc. and Megger for bus bar.
- Cleaning of transformer, marshaling box and other transformer accessories.
- Other annual maintenance activities related to transformers.

The work has to be done by the bidder at **Integrated Vaccines Complex, SF No 192 & 195, Thirumani Village, Chengalpattu– 603001 Tamilnadu, India.**

Details regarding important dates are as follows:

S No	Description	Schedule
i.	Pre Bid Meeting Date & Time	26-09-2018 at 11:00 HRS
ii.	Pre Bid Meeting Venue	HLL BIOTECH LIMITED, INTEGRATED VACCINES COMPLEX, SF NO 192 & 195, THIRUMANI VILLAGE,CHENGALPATTU– 603003, TAMILNADU
iii.	Closing date & time for receipt of Tender	05-10-2018, 15:00 Hrs
iv.	Time and date of opening of Technical Bids	05-10-2018, 15.30 Hrs
v.	Venue of Opening of Techno Commercial Bids	HLL BIOTECH LIMITED, INTEGRATED VACCINES COMPLEX, SF NO 192 & 195, THIRUMANI VILLAGE,CHENGALPATTU– 603003, TAMILNADU

Interested parties may visit www.hllbiotech.com/tenders to download the Tender enquiry document. Subsequent amendments/ addendum if any will be published in this websites; the parties are advised to visit the website regularly for updates.

1. Instruction to Bidders

- 1.1 The bid is invited for **Preventive Maintenance of Circuit Breakers & Transformers installed in substations of IVC**, as per technical specification and other details given in the bid document. All bidders who qualify the eligibility conditions as detailed in the bid document are eligible to participate except in the case of firms who are blacklisted / barred by competent agencies or HLL in participation and award of such contracts.
- 1.2 The Tender seeks quotation following Two Tender System, in two parts. First part will be known as '**Technical Bid**', and the second part known as '**Price Bid**'. Tenderer shall seal 'Technical Bid' and 'Price Bid' separately and covers will be suitably super scribed. Both these sealed covers shall be put in a bigger cover and sealed.
- 1.3 Non-Refundable Tender Fee of Rs. 1050/- (inclusive of GST) and EMD amount shall be submitted along with the technical bid.**
- 1.4 Due date of submission of the bid will be on **05.10.2018 upto 15:00 Hrs.** The technical bid will be opened on the same day at **15:30 hrs.** The financial bid of only those bidders who are qualifying the minimum eligibility criteria & technical specification will be opened. The date & time of financial bid opening shall be intimated separately to the technically qualified parties.
- 1.5 Bids shall be valid for 120 days from the date of technical bid opening.
- 1.6 The bids should contain complete technical specification of the tender

2 Mode of submission of Bids

- 2.1 EMD Amount shall be submitted as per the details are given below:

SL No	Description	EMD Amount In Rs.
1	PREVENTIVE MAINTANANCE OF CIRCUIT BREAKERS & TRANSFORMERS INSTALLAED IN SUBSTATIONS AT INTEGRATED VACCINE COMPLEX, CHENGALPATTU	₹ 15,000/-

- a) The earnest money deposit (EMD) shall be furnished in one of the following forms:
Account Payee Demand Draft or Bank Guarantee
- b) The demand draft shall be drawn on any commercial bank in India in favor of the “**HLL Biotech Limited**” payable at **Chennai**. If the EMD is in the form of bank guarantee, the same is to be provided from any scheduled commercial bank in India or in the case of foreign tenderer, the same should be routed through a Nationalized Indian Bank as per the format specified under **Annexure-V** of this tender.
- c) The earnest money shall be valid for a period of forty-five (45) days beyond the validity period of the tender.

DOCUMENTS TO BE SUBMITTED ALONG WITH THE TECHNICAL BID DULY SEALED AND SIGNED

- a. **Annexure: I** (BOQ)
- b. **Annexure: II** (Bid Data sheet)
- c. **Annexure: III** (Past experience, including Performance Certificate from clients). All other supporting documents (mentioned in clause 3) and certificates substantiating the bidder’s eligibility shall be attached.
- d. **Annexure: IV** (Bid form)
- e. **Annexure: V** (Bank Guarantee Form for EMD)
- f. **Annexure: VI** (NSIC\MSME Certificate to be attached if exempted from EMD)

DOCUMENTS TO BE SUBMITTED ALONG WITH THE PRICE BID & DULY SEALED AND SIGNED

- a. Copy of the Bid Form

Price Bid

The price bid should be put in a separate envelope, sealed and marked “**Price Bid**”. The price bid should contain the following:

- a. **Copy of the Bid Form**
- b. **The vendor should quote it prices as per the BOQ attached as Annexure-I.**

The quoted price should be also inclusive of GST and is firm and fixed till completion of the work

The bids shall be enclosed in a sealed envelope super scribing “**LIMITED TENDER ENQUIRY FOR PREVENTIVE MAINTANANCE OF CIRCUIT BREAKERS & TRANSFORMERS INSTALLAED IN SUBSTATIONS AT INTEGRATED VACCINE COMPLEX, CHENGALPATTU, and Tender Ref No. HBL/IVC/ELE/RT/PM/001/18-19 dated 20.09.2018**” and shall be addressed to:

**The Chief Executive Officer,
Integrated Vaccines Complex,
SF No 192 & 195, Thirumani Village,
Chengalpattu– 603001 Tamilnadu, India**

Email: pradeep@lifecarehll.com / sureshs@hllbiotech.com

Any bid received after the stipulated time period shall be considered as late tender and will be rejected.

3 Minimum Eligibility Criteria

3.1 Bidders shall be a Certified Electrical Contractor (Copy of Valid Electrical Contract License to be attached)

3.2 The bidder should have successfully completed similar preventive maintenance works during the last five years ending 31/08/2018.

(Copy of Work Order / Service Order (WO / SO) to be attached as detailed below).

a) One similar completed work costing not less than the amount equal to Rs. 6, 00,000/- (Rupees Six Lakhs Only)

(Or)

b) Two similar completed works costing not less than the amount equal to Rs. 3, 75,000/- (Rupees Three Lakhs Seventy Five Thousand Only)

(Or)

c) Three similar completed works costing not less than the amount equal to Rs. 3, 00,000/- (Rupees Three Lakhs Only)

3.3 The balance sheet, profit and loss account for last three financial years (FY 2015-16, FY 2016-17, FY 2017-18) ending 31st March 2018 certified by a Chartered Accountant shall be submitted.

3.4 Average Annual Financial Turnover of the Company must be minimum of Rs. 2,25,000/- during the last three financial years (FY 2015-16, FY 2016-17, FY 2017-18) ending 31st March 2018 certified by a Chartered Accountant shall be submitted.

4. Bid Evaluation

Bid determined to be substantially responsive will be checked by HBL for any arithmetic errors and the same will be corrected as follows:

- a. Where there is a discrepancy between the rates in figures and in words, the rates in words will prevail.
- b. Where there is a discrepancy between the unit price and the total price resulting from the multiplying the unit price by the quantity, the unit price as quoted shall prevail.
- c. The tenderer supplying indigenous goods or already imported goods shall quote only in Indian Rupees.

5. Tender Price & Documents

- The Service Charges should be quoted on **FOR IVC, Chengalpattu basis** with the detailed breakup of the price along with applicable tax of GST

FOR IVC, Chengalpattu price will be considered for comparison and evaluation.

6. Rejection of bids

Notwithstanding the above conditions, HBL reserves the right to accept or reject any offer, and to annul the tender process and reject all offers, at any time prior to award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds for HBL's action.

7. Notification of Award

- 7.1 Prior to the expiry of the period of offer validity prescribed by HBL, HBL will notify the successful Bidder by Tele-fax or e-mail, to be confirmed in writing by registered post/ by courier, that his offer has been accepted. The service order will be issued to the

successful bidder. No correspondence will be entertained by HBL from the unsuccessful Bidders.

- 7.2 Upon selection of the successful bidder (technically qualified L1 party) HBL will promptly notify the same to successful Bidder through a Service Order.
- 7.3 EMD's of unsuccessful bidders will be returned only after finalizing the L1 Party and EMD's of technically non-responsive bidders will be returned after financial bid opening.

TERMS AND CONDITIONS

1. DEFINITION:

For the purpose of this contract, the following words and expressions shall have the meaning hereby assigned to them except where the context otherwise requires: -

- i. "HBL" means HLL Biotech Limited, which expression shall unless excluded by or repugnant to the context include HBL's representative.
- ii. "Contractor/ Bidder" Means successful lowest bidder.
- iii. "Earnest Money Deposit" (EMD) means Bid Security/ monetary or financial guarantee to be furnished by a tenderer along with its tender.
- iv. "Performance Security" means monetary or financial guarantee to be furnished by the successful tenderer for due performance of the contract placed on it. Performance Security is also known as Security Deposit.
- v. "Consignee" means the organization/person to whom the goods are required to be delivered as specified in the Contract. If the goods are required to be delivered to a person as an interim consignee for the purpose of dispatch to another person as provided in the Contract then that "another" person is the consignee, also known as ultimate consignee.

2. PAYMENT SCHEDULE:

Payment shall be made within 15 days from the date of submission of invoice as specified in the contract in the following manner:

2.1 Payment Schedule for Work Order

Payment shall be made as specified in the contract in the following manner:

Sl. No.	Stage	% of Payment
1	Advance against ABG (as mentioned beneath)	10% of the order value
2	On Successful completion of Preventive Maintenance of Circuit Breakers (VCB & ACB) & Transformers in various substations in IVC site duly certified by HBL Electrical Engineers	60% of the order value
3	On Final acceptance, submission of respective maintenance reports & receipt of Handing over Certificate duly certified by HBL representative	30% of the order value

For Payment Terms under Sl. No: 1

An advance of 10% of the contract value shall be released against Bank guarantee equivalent to 110% of the advance amount .The advance bank guarantee shall be valid for a period up to the completion of the contract

3. TAXES AND OTHER LEVIES

The quoted price shall be inclusive of applicable GST.

4. ADDITIONS/DELETIONS

- 4.1 HBL shall have the right to direct in writing for changes, additions, modifications or deletions in the design and drawings or any part of the work and to request in writing additional work in connection therewith and the Contractor/ Bidder shall comply with such directions.
- 4.2 The Contractor/ Bidder shall not make any deviations, alterations, additions, to or omissions from the work shown/described and awarded to the Contractor/ Bidder except through and with proper approval of HBL.

5. TIME SCHEDULE

- 6.1. The day of commencement of project will be reckoned from the date of issue of Service order.
- 6.2 **The maintenance works shall be completed within 30 days from the date of issue of Service order.**
- 6.3 The Final Acceptance Certificate shall be issued by HBL on completion of the entire scope of work by the vendor.
- 6.3 The Preventive maintenance shall be carried out with all due diligence and as per the time schedule specified above. In case of any delay/default, of the Contractor/ Bidder to adhere to the agreed time schedule, HBL shall recover the liquidated damages from the Contractor/ Bidder at the rate of 0.5% (Zero point Five percent) of the total amount of fee per week of delay of any activity subject to a maximum of 5% (Five percent) of the total order value. However, if there is a purposeful delay by the Contractor/ Bidder, HBL reserves all rights to terminate the contract and get the full work executed at his risk and cost.

7. EXTENSION OF TIME

- 7.1 To adhere to the above mentioned time schedule the Contractor/ Bidder shall provide on demand necessary documents, information and certificates/undertakings to HBL. Any delay in supplying the requisite documents and delay due to any other cause beyond the control of the Contractor/ Bidder shall be considered for grant of extension of time. If the Contractor/ Bidder require extension of time, they shall intimate in writing to HBL within 3 days of the occurrence of such hindrance/delay, along with proper documents.
- 7.2 HBL after satisfying itself about the reasonableness of grounds may grant extension of time, if it is justified and communicated the same in writing. Whenever such extension of time is granted, it would be without prejudice to the rights of HBL for any penal action to the extent of the delay attributable to the Contractor/ Bidder. Any extension of time granted as stated above shall neither entitle the Contractor/ Bidder to any claim for increase in their fees nor shall it release him from any of the obligations under the said agreement.

8. ABANDONMENT OF WORK

- 8.1 If the Contractor/ Bidder/ supplier abandons the work for any reason whatsoever or becomes incapacitated as aforesaid, HBL shall impose the LD clause as mentioned in 6.3 of time schedule.
- 8.2 Provided, however, that in the event of the termination of the agreement under proper notice as provided in the clause hereinafter, the Contractor/ Bidder shall be liable to refund any excess payment made to him over and above which is due to him in accordance with the terms of this agreement, for the work executed by him till the date of termination of agreement.

9. DETERMINATION AND RESCISSION OF TERMS & CONDITIONS

- 9.1. When the Contractor/ Bidder have made himself liable for action under any of the clauses aforesaid, HBL shall have powers:
- To rescind the agreement.
 - To engage another Contractor/ Bidder to carry out the balance work debiting the

Contractor/ Bidder the extra amount, if any, so spent for getting the balance work done. This amount would be in addition to the recovery of liquidated damages.

10. GENERAL

- 11.2 The Contractor/ Bidder shall be fully responsible for the technical soundness of the Material and also ensure that the material is supplied as per the specifications.
- 10.2 The Contractor/ Bidder hereby agrees that the charges to be paid as provided herein (clause 3) will be in full discharge of functions to be performed by him and no claim whatsoever shall be made against HBL.
- 10.3 The Contractor/ Bidder hereby agrees that HBL shall have the right to take out any of the activities, which in the opinion of HBL is not being performed by the Contractor/ Bidder with due diligence, and within the agreed time schedule, and which can be performed independently. The fees or the expenses incurred shall be debited to the Contractor/ Bidder.

11. ARBITRATION

- 11.1 If any dispute, difference, question or disagreement arises between the parties hereto or their respective representatives at any time in connection with construction, meaning, operation, effect, interpretation or out of the contract or breach thereof, the parties shall seek to resolve such a dispute or difference by mutual consultation within a period of 30 days from the date on which the party raising the dispute, first communicated the same in writing to the other party. The existing directions, classifications, measurements, drawings and certificates of the Employer shall be final and binding upon the contractor during the progress of the works and shall not be set aside on account of non-observance of any formality, any omission, delay or error in proceeding in or about the same or on any other ground or for any reason.

In case the dispute is not settled by mutual consultation, then either party may refer the same to Arbitration by an Arbitral Tribunal consisting of three arbitrators. Each party shall appoint an arbitrator and the arbitrators so appointed shall appoint a third arbitrator who will act as presiding arbitrator.

The reference to arbitrator shall specify the matters which are in question, dispute or difference and only such dispute or differences of which the demand has been made be referred to arbitration. Notwithstanding the reference to arbitration, the contractor shall continue to duly perform his obligations under the contract.

The Award of the Arbitral Tribunal shall be final, conclusive and binding on the parties. The Arbitration shall be conducted in accordance with the provisions of Arbitration and Conciliation Act, 1996. The venue of the arbitration shall be at Chennai. The fees of the arbitrators shall be borne by the parties nominating them and the fee of the Presiding Arbitrator, costs and other expenses incidental to the arbitration proceedings shall be borne equally by the parties.

11.2 The place of arbitration shall be at **Chennai**.

13. FALL CLAUSE

The prices charged for this particular service/supply under the Contract by the supplier/service provider shall in no event exceed the lowest price at which the supplier/service provider sells the service/supply of identical description to any person(s)/organization (s) including the Purchaser or any Department of the Central Government or any Department of a State Government or any statutory undertaking of the Central or a State Government, as the case may be, during the period till performance of all Service/Supply Orders placed during the currency of Contract is completed.

14. STATUTORY VARIATIONS

Any variation in statutory levies/taxes within the contractual period shall be to HBL's account subject to production of documentary evidence and Govt. notifications by the Bidder & beyond contractual delivery period, upward variation shall be to bidders account. Unit Prices quoted by the bidder shall be firm and valid, irrespective of any statutory variations in Taxes/levies. In case any taxes, are not clearly specified in price bid then it will be presumed that no such tax/levy is applicable or payable. Blank field in Price Bid shall be treated as 'Inclusive' in the quoted price.

ANNEXURE-I
Bill of Quantity

S. No	Description of Work	Specification Details					Price Details		
	Device	Model No	Make	Qty	UOM	Purpose	Unit Price In Rs	GST(%)	Amount in Rs
	<u>Circuit Breakers</u>	-	-	-	-	-	-		
1	VCB:	Vmax	ABB	3	No	For preventive annual maintenance.			
	VCB 11kV 50Hz 1250A 3P 25kA for 3Sec ,EDO Type with 5NO+5NC Auxiliary contacts with built-in operation counter Shunt trip coil : 110V DC ,Closing coil : 110V DC, Spring charging motor : 230V AC, Micro switch for Spring charge indication, Micro switch for Test position indication, Micro switch for Service position indication								
2	VCB:	Vmax	ABB	31	No	For preventive annual maintenance.			

S. No	Description of Work	Specification Details					Price Details		
	Device	Model No	Make	Qty	UOM	Purpose	Unit Price In Rs	GST(%)	Amount in Rs
	VCB 11kV 50Hz 800A 3P 25kA for 3Sec, EDO Type with 5NO+5NC Auxiliary contacts with built-in operation counter, Shunt trip coil: 110V DC, Closing coil: 110V DC, Spring charging motor: 230V AC, Micro switch for Spring charge indication, Micro switch for Test position indication, Micro switch for Service position indication.								
	ACB:	E4S, PR122 /P-LSIG	ABB	10	No	For preventive annual maintenance.			
3	415V, 4000A 4P, EDO 80KA, WITH 4NO+4 NC Aux Contacts. Microprocessor based LSIG- Contact for signaling closing springs charged mechanical operation counter mechanical lock for compartment door vertical pad top 240 V AC MOTOR, ,240 V AC UV RELAY, 110V DC CLOSING COIL, SHUNT TRIP								

S. No	Description of Work	Specification Details					Price Details		
	Device	Model No	Make	Qty	UOM	Purpose	Unit Price In Rs	GST(%)	Amount in Rs
	RELEASE COIL- 110 V DC, 1 NO TRIP CONTACT.								
	ACB:	E4S	ABB	10	No	For preventive annual maintenance.			
4	415 V, 4P, 4000 A, EDO, 80KA, With 4 NO+ 4 NC Aux contacts without release, 240V AC Motor, 240 V AC UV Relay, 110 V DC Closing Coil, Shunt Trip Release, 110VDC Contact for signaling closing spring charged , Mechanical Operation Counter, Mechanical lock for Compartment door.								
5	ACB:	E3N,	ABB	8	No	For			

S. No	Description of Work	Specification Details					Price Details		
	Device	Model No	Make	Qty	UOM	Purpose	Unit Price In Rs	GST(%)	Amount in Rs
		PR121 /LI				preventive annual maintenance.			
	415V, 2500A 4P EDO 80KA, WITH 4NO+4 NC Aux Contacts. Microprocessor based LSIG- Contact for signaling closing springs charged mechanical operation counter mechanical lock for compartment door vertical pad top 240 V AC MOTOR, ,240 V AC UV RELAY, 110V DC CLOSING COIL, SHUNT TRIP RELEASE COIL- 110 V DC, 1 NO TRIP CONTACT.								
6	ACB:	PR121 /LI	ABB	6	No	For preventive annual maintenance.			

S. No	Description of Work	Specification Details					Price Details		
	Device	Model No	Make	Qty	UOM	Purpose	Unit Price In Rs	GST(%)	Amount in Rs
	415V, 2000A 4P, EDO 80KA, WITH 4NO+4 NC Aux Contacts. Microprocessor based LSIG-Contact for signaling closing springs charged mechanical operation counter mechanical lock for compartment door vertical pad top 240 V AC MOTOR, ,240 V AC UV RELAY, 110V DC CLOSING COIL, SHUNT TRIP RELEASE COIL- 110 V DC, 1 NO TRIP CONTACT.								
7	ACB: 415V, 1600 A 4P ,MDO 50KA,WITH 2NO+2 NC Aux Contacts, Microprocessor based CL,SC-240 V AC Shunt relay top, bottom vertical pad	E1N-16,PR1 21/P	ABB	14	No	For preventive annual maintenance.			
8	ACB:	E2S, PR122 /LSIG	ABB	32	No	For preventive annual			

S. No	Description of Work	Specification Details					Price Details		
	Device	Model No	Make	Qty	UOM	Purpose	Unit Price In Rs	GST(%)	Amount in Rs
						maintenance.			
	415V, 1250 A 4P, MDO 85KA, WITH 2NO+2 NC Aux Contacts. Microprocessor based LI, 1 NO TRIP CONTACT -mechanical lock for compartment door, vertical pad top.								
	ACB:	E1N, PR121 /LSIG	ABB	6	No	For preventive annual maintenance.	30,000/-		
9	415V, 1250 A 4P, MDO 50KA, WITH 2NO+2 NC Aux Contacts, Microprocessor based LI,1 NO TRIP CONTACT -mechanical lock for compartment door, vertical pad top.								
	ACB:	E1N-PR121 -LSIG	ABB	3	No	For preventive annual maintenance.			
10	415V, 1000A 4P 50KA MDO ACB WITH OL, SC, EF, MP BASED,								

S. No	Description of Work	Specification Details					Price Details		
	Device	Model No	Make	Qty	UOM	Purpose	Unit Price In Rs	GST(%)	Amount in Rs
	SHUNT COIL 220V AC.								
	<u>Transformers</u>	-	-	-	-	-	-		
1	TRANSFORMER:	-	Schneider Electric	12	No	For oil filtration & Annual preventive maintenance.			
	2500 KVA, 11 KV/ 0.433 KV, OUTDOOR, ONAN, OIL COOLED TYPE DISTRIBUTION TRANSFORMER WITH OFF LOAD TAP CHANGER TYPE.								
2	TRANSFORMER:	-	Schneider Electric	1	No	For oil filtration & Annual preventive maintenance.			
	500 KVA, 11 KV/ 0.433 KV, INDOOR, AN, DRY TYPE DISTRIBUTION TRANSFORMER, OFF LOAD TAP CHANGER TYPE.								

S. No	Description of Work	Specification Details					Price Details		
	Device	Model No	Make	Qty	UOM	Purpose	Unit Price In Rs	GST(%)	Amount in Rs
Grand Total in Rupees									

ANNEXURE-II
BID DATA SHEET

S.no	Description	Details
1	Bid reference number	HBL/IVC/ELE/RT/PM/001/18-19 dated 21.09.2018
2	Due date for submission	05-10-2018 @ 15:00 HRS
3	Name & Address of bidder	
5	Year of establishment	
6	Type of the firm	Public Ltd/Pvt Ltd./Partnership/Regd firm
8	Name & Address of Directors/Partners	1. 2.
7	PAN Number	
8	Contact Phone-Office	
9	Cell	
10	Email	
11	Copy of MOA/partnership deed/Registration	Attached/Not Attached
12	Copy of PAN of Directors/Partners	Attached/Not Attached
13	Latest IT return statement	Attached/Not Attached
14	Past three years P&L, Balance Sheet	Attached/Not Attached
15	All pages of bid document duly sealed and signed by the authorized person	Attached/Not Attached
16	Power of Attorney/Authorization to sign the bid	Attached/not Attached
17	Valid Electrical Contract License	Attached/not Attached
18	EMD (as per TED)	Attached/Not Attached

ANNEXURE- III

Details of Similar Projects handled in the last five years ending with 31/08/2018

Sl. No.	Name and location of the Project	Name and address of the Client	Project Details		Completion Date
			Details of the Service Carried out	Project Value Rs Lakhs	
1					
2					
3					
4					
5					
6					

Note: Satisfactory completion certificates/Final Acceptance certificate from the clients to be attached.

ANNEXURE- IV

BID REF No: HBL/IVC/ELE/RT/PM/001/18-19 dated 21.09.2018

BID FORM

Tender Ref No _____.

Having examined the bidding documents, including amendments of which is hereby acknowledged, we, the undersigned, offer to execute the contract including the Preventive Maintenance of Circuit Breakers & Transformers (**FOR IVC, Chengalpattu**) in full conformity with the said bidding documents for the sum of:

In Fig:

IN WORDS

(Hereinafter called "the Total Bid Price") or such other sums as may be determined in accordance with the terms and conditions of the Contract. The above amounts are in accordance with the Price Schedules attached herewith and are made part of this bid.

We undertake, if our bid is accepted, to execute the contract in accordance with the delivery schedule specified in the schedule of requirements.

If our bid is accepted, we undertake to provide a performance security in the form, in the amounts, and within the times specified in the Bidding Documents.

We agree to abide by this bid, for the Bid Validity Period specified in the Bid Data Sheet and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until the formal final Contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any bid you may receive.

Dated:

Signed by:
In the capacity of

ANNEXURE - V
BANK GUARANTEE FORM FOR EMD

Whereas _____ (hereinafter called the "Tenderer") has submitted its quotation dated _____ for the supply of _____ (hereinafter called the "tender") against the purchaser's tender enquiry No. _____ Know all persons by these presents that we _____ of _____ (Hereinafter called the "Bank") having our registered office at _____ are bound unto _____ (hereinafter called the "Purchaser) in the sum of _____ for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20____. The conditions of this obligation are:

- (1) If the Tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the Tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-
 - a) fails or refuses to furnish the performance security for the due performance of the contract.
or
 - b) fails or refuses to accept/execute the contract.
or
 - c) if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition(s).

This guarantee will remain in force for a period of forty-five days after the period of tender validity and any demand in respect thereof should reach the Bank not later than _____ day of _____ 20____.

(Signature of the authorised officer of the Bank)

Name and designation of the officer

SEAL, NAME & ADDRESS OF THE BANK AND ADDRESS OF THE BRANCH

एचएलएल बायोटेक लिमिटेड
(एचएलएल लाइफकेयर लिमिटेड की समनुषंगी)
(भारत सरकार का उद्यम)



HLL BIOTECH LIMITED
(Subsidiary of HLL Lifecare Limited)
(A Government of India Enterprise)

ANNEXURE – VI

VALID NSIC/ MSME CERTIFICATE