

HINDUSTAN LATEX FAMILY PLANNING PROMOTION TRUST**Tender Notice for Wall Paintings of Merrygold Health Network**

IFB No. HLPPT/ IN/ April. 16-17

Dated: 23rd April 2016

Hindustan Latex Family Planning Promotion Trust is a trust promoted by HLL Lifecare Ltd; A Government of India Enterprise invites bids for the following.

1. Wall Paintings of Merrygold Health Network in all districts of UP.

For Tender details, please visit our site www.hlppt.org/tender.html

The sealed bids for the above will be received in the office of the Hindustan Latex Family Planning Promotion Trust, B-14/A, Sector 62, Noida, Uttar Pradesh-201307 Telephone Nos.: 0120-4673600, 4231060/1/2

Last Date & Time of accepting of Bid	2 nd May 2016 till 5:00 pm
Date & Time of opening of Financial Bid	will be intimated later to Technically qualified agencies
Venue of opening of bid	: Hindustan Latex Family Planning Promotion Trust, B-14/ A, Sector 62, Noida-201307, Uttar Pradesh. Telephone Nos.: 0120-4673600, 4231060/1/2

Bid need to be addressed to :

Finance Manager
Hindustan Latex Family Planning Promotion Trust,
B-14/A, Sector 62, Noida,
Uttar Pradesh-201307
Telephone Nos.: 0120- 4673600, 4231060/1/2

Name & Signature of Authorised Signatory
Name & Seal of the Firm/ Agency
Address:
Telephone/ Fax

HINDUSTAN LATEX FAMILY PLANNING PROMOTION TRUST

HLFPPT\MGHN \ UP\2016-17\04

Date: 23/04/2016

To,

Request for Proposal**Scope of work: Wall Painting of Merrygold Health Network.**

HLFPPT is implementing Merrygold Health Network for reduction of Maternal Mortality Ratio in high focus districts of UP. Wall Painting is one of the important areas for creating brands image in hospital environment. We required brand development of our Merrygold Hospitals in all Districts of UP.

Location: All Districts of UP,**Terms and conditions**

(To be enclosed with technical bid)

1. The bidders shall furnish an Earnest Money Deposit (EMD) of Rs 25,000/- (Rupees Twenty Five Thousand only) in the form of Demand Draft in favour of "Hindustan Latex Family Planning Promotion Trust", payable at New Delhi. It should be attached with technical bid.
 - a. Non-payment of EMD will make the bidders liable for disqualifications.
 - b. The bidders cannot withdraw after bidding; the EMD will be forfeited if bidder denies entering into agreement for Wall Paintings work of Merrygold Health Network.
 - c. EMD of unsuccessful bidders will be returned within the period of 45 days after the award of contract without any interest.
 - d. EMD will be returned to the awarded party on receipt of the performance security deposit.
2. The bidder must have an average annual turnover of Rs. 50 Lac per annum. The audited financial statements along with turnover certificate of last 3 years duly certified by Chartered Accountant should be provided along with the technical bid.
3. The applying firm must have PAN (Permanent Account Number) and registered with the VAT/CST/Service Tax, etc. and the documents for the same is to be attached.
4. Bidders should provide brief profile of their work experience for the last three years along with the evidences of work done earlier with the client list. Certificate/ documents evidencing past work for the last 3 years should be enclosed.

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5. Execution/implementation plan will be provided by HLPPT at the beginning of the work. In case of delay/ disruption of the activity implementation/execution the penalty will be levied.
6. HLPPT reserves the right to accept /reject/ select one or more agency and to annul the bidding process any or all bids at any time prior to award of contract without thereby incurring any liability to the affected bidders.
7. The tender will be appraised by internal committee formed by HLPPT management.
8. HLPPT shall without prejudice to its other remedies under the contract, deduct from the Contract Price, as Liquidated Damages a sum equivalent to 2.5% of the price of agreed unperformed Services or for delay of each day until actual delivery or performance, up to a maximum deduction of 20% of the contract Price. Once the maximum is reached, HLPPT may consider termination of the contract and can forfeit the security amount.
9. In case of delay on the part of HLPPT in providing the approvals the time of service delivery will be extended by equal number of days.
10. Design, Artwork etc shall be provided by HLPPT on Award of Contract.
11. **Documents required to release the payment:**
 - a. Bill / Invoice mentioning Permanent Account Number and Service Tax Registration No.
 - b. Documentary proof of the deliverables as per work order.
 - c. Any other detail as required by the activity, as mentioned in the work order.
12. Selection of agencies would be done by the committee on the basis of Evaluation for Technical 70% marks & Financial 30% marks.
13. Agencies who will obtain 70% marks or more in Technical evaluation would be considered for opening of financial bids.
14. Technical Evaluation of the agencies would be done on the following basis-
 - i. Past Experience with HLPPT / Govt. Agency / NGO / Development Sector with supporting documents like copy of work order or performance certificate from the client.
 - ii. Past experience in undertaking the applied tender activities.
 - iii. List of clientele.
 - iv. Company Profile & infrastructure suitable for implementing the applied activities.
 - v. Turn over Financial Status.
15. The RFP shall be evaluated strictly based on the substantive information/credentials/documentary evidences submitted by the agencies.
16. Final Selection of the agencies would be done on the basis of total marks obtained in the Technical & Financial Evaluation.
17. HLPPT reserves the right for extending or curtailing any activity at any point of time (if required) as per programme requirement.
18. Management Reserves the Right to award the work to more than one Agency as per requirement.
19. Management reserves the right to issue multiple work order from time to time for any activity to the selected agencies (as per requirement).
20. HLPPT management reserves the right to change (*increase or reduce*) the numbers/units as per its sole discretion and requirement.

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21. The agency needs to submit 'Technical Bid' & 'Financial Bid' separately in sealed envelopes by super scribing as 'Technical Proposal for _____ (Activity Name) and 'Financial Proposal for _____ (Activity Name).
22. Bids received after the specified date and time for receipt of bids should not be considered.
23. Agencies would not be allowed to further subcontract, partial/full of the work will be assigned to them.
24. The rate quoted will be inclusive of all Taxes/Levies/other charges etc.
25. The rate quoted by the agency needs to valid for a period of one year from the date of financial bids.
26. HLPPT reserves the right to award the work order to the second highest scoring agency in the event the first highest scoring agency backs out after final discussions. Management reserves the right to award the work to more than one agency (on the basis of quality consideration/experience of the agency) in addition to rates parameters.
27. The successful bidder/bidders is/are required to execute a Performance security in the form of Bank Guarantee for an amount of 5% of the Purchase Order. This bank guarantee shall be valid up to 60 days after the completion of contract period. The Bank Guarantee shall be assigned in favour of Hindustan Latex Family Planning Promotion Trust. If the successful bidder does not provide the performance security deposit, the bidder will stand disqualified and the EMD may be forfeited.
28. Any RFP with inadequate information and those which do not meet the eligible criteria or received after the closing date will not be considered.
29. The RFP should be sent with capability statement with company profile & infrastructure suitable for implementing the applied activities.
30. The bidder has to submit along with his technical bid a copy of the terms and Conditions (all pages) and the technical bidding format duly filled, signed by the authority and stamped on all pages indicating their unqualified acceptance.
31. The Agencies should also submit an undertaking (Annexure-3) duly signed & Stamped.

We agree and abide by all terms and conditions as mentioned above including the validity of the offer

Utmost confidentiality of the data provided shall be maintained.

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HINDUSTAN LATEX FAMILY PLANNING PROMOTION TRUST

Wall Painting

Annexure- 1: Technical Bid Format

Location (UP): Urban/ Semi Urban/ Tehsil/ Block

S.no.	SPECIFICATION (TECHNICAL)	AGENCY'S REPOSE
1	Portrait painting of the pack shot	
2	Asian Paints/Nerolac/Berger/J&N to be used according to reference color codes provided	
3	Wall Painting to be done according to the graphical design provided.	
4	The traces of painting done previously on the wall should be removed completely	
5	There should be no deviation in lettering or colour scheme than the approved format.	
6	Approved size of the Wall Painting or other sizes as agreed mutually.	
7	The painting site/village will be as per list provided by HLPPT.	
8	Installation documents to be submitted as proof at our Lucknow office	
9	Two Photographs (with Auto date camera) out of which One photo will be with close up with the date, Painting No. & Place visible in the photograph. One long shot Photo including the adjacent location towards identity of the site will be submitted along with bill.	
10	Photographs will be submitted properly arranged in one album. Details of sites and location, size of wall painting etc.	
11	Average size of wall painting 10x10 to 10 x 20 ft per location, any other dimension as directed.	
12	HLPPT/Project shall not be responsible for any painting done at the sites not approved by its executive In such case payment shall not be made.	

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13	The work has to execute within the specified time as agreed upon otherwise penalty clause will be invoked.	
14	Whether agency is geared up to complete the work within specified time please give details of infrastructure available	
15	Past experience of the agency in the work of Rural advertisement/Media Implementation in UP would be given preference. Please give details	
16	Details of the major clients.	
17	Management reserves the right to award the work to more than one agency (on the basis of quality consideration / experience of the agency) in addition to rates parameters.	
18	Constitution of the agency whether Proprietor ship/Partnership/Company. Give details of Proprietor/ Partner/Directors.	
19	For how many years the agency is engaged in similar line of activities.	
20	Registration certificate with Service Tax Department need to be submitted along with the technical quotation.	
21	Penalty clauses will apply as per the company's policy, as per terms of the work order: the decision of the HLPPT/Project Management shall be final and binding in this regard.	
22	Name of firms engaged in similar line of activity wherein party/ proprietor/partner/ Director are having business interest.	

Please Note:-

- 1. Form must be completed in all respects, incomplete forms are liable to be rejected.**
- 2. The form must be duly signed and sealed.**
- 3. The form must be submitted on or before due date and time.**
- 4. If applying for more than one activity then the form for each activity must be submitted separately.**

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HINDUSTAN LATEX FAMILY PLANNING PROMOTION TRUST

Wall Painting

Annexure-2: Financial Bid Format

I am submitting below the lowest quotation for the above after understanding completely the technical specifications and other terms and conditions relating to time frame, quality as spelled out in the bid document.

	SPECIFICATIONS (FINANCIAL)	AGENCY'S RESPONSE
1	Agency will quote the rates as per following- <ul style="list-style-type: none"> • Services Delivery at Lucknow • Services Delivery at different destinations in UP. 	
2	The rates quoted will be inclusive of all taxes/ Levies/ Octroies etc.	
3	TDS as applicable will be deduced as per I.T. rules.	
4	Payment shall be made after completion of the job.	
5	The payment will be done through Local Cheque / NEFT/ RTGS.	
6	Penalty clauses will apply as per the company's policy, as per terms of the work order: the decision of the HLPPT/Project Management shall be final and binding in this regard.	

Please Note:-

- 1. Form must be complete in all respects, incomplete forms are liable to be rejected.**
- 2. The form must be duly signed and sealed.**
- 3. The form must be submitted on or before due date and time.**
- 4. If applying for more than one activity then the form for each activity must be submitted separately.**

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Wall Painting (Approx three hospitals in all districts of UP).

S.No	Name of the District (UP)	Total Sq. ft per Hospital	Rates per sq. ft. (Rs.) Inclusive Taxes
1	Agra	1500	
2	Firozabad	1500	
3	Mainpuri	1500	
4	Mathura	1500	
5	Aligarh	1500	
6	Etah	1500	
7	Hathras	1500	
8	Kasganj	1500	
9	Allahabad	1500	
10	Fatehpur	1500	
11	Kaushambi	1500	
12	Pratapgarh	1500	
13	Azamgarh	1500	
14	Ballia	1500	
15	Mau	1500	
16	Budaun	1500	
17	Bareilly	1500	
18	Pilibhit	1500	
19	Shahjahanpur	1500	
20	Basti	1500	
21	Sant Kabir Nagar	1500	
22	Siddharthnagar	1500	
23	Banda	1500	
24	Chitrakoot	1500	
25	Hamirpur	1500	

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S. No	Name of the District (UP)	Total Sq. ft per hospital	Rates per sq. ft. (Rs.) Inclusive Taxes
26	Mahoba	1500	
27	Bahraich	1500	
28	Balarampur	1500	
29	Gonda	1500	
30	Shravasti	1500	
31	Ambedkar Nagar	1500	
32	Amethi	1500	
33	Barabanki	1500	
34	Faizabad	1500	
35	Sultanpur	1500	
36	Deoria	1500	
37	Gorakhpur	1500	
38	Kushinagar	1500	
39	Maharajganj	1500	
40	Jalaun	1500	
41	Jhansi	1500	
42	Lalitpur	1500	
43	Auraiya	1500	
44	Etawah	1500	
45	Farrukhabad	1500	
46	Kannauj	1500	
47	Kanpur Dehat	1500	

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48	Kanpur Nagar	1500	
49	Hardoi	1500	
50	Lakhimpur Kheri	1500	
51	Lucknow	1500	
52	Raebareli	1500	
53	Sitapur	1500	
54	Unnao	1500	
55	Bagpat	1500	
56	Bulandshahr	1500	
57	Gautam Buddha Nagar	1500	
58	Ghaziabad	1500	
59	Hapur	1500	
60	Meerut	1500	
61	Mirzapur	1500	
62	Sant Ravidas Nagar	1500	
63	Sonbhadra	1500	
64	Amroha	1500	
65	Bijnor	1500	
66	Moradabad	1500	
67	Rampur	1500	
68	Sambhal	1500	
69	Muzaffarnagar	1500	
70	Saharanpur	1500	
71	Shamli	1500	
72	Chandauli	1500	
73	Ghazipur	1500	
74	Jaunpur	1500	
75	Varanasi	1500	

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Important Note-

- Wall Painting will be done as per approved art work given by us.
- The rates quoted shall be valid for 1 year from issue of work order.
- Size of Wall Painting may be vary and in pieces as per requirement
- Quantity may be very +/- 10% as per requirement.
- The total qty of work order would be approx 80,000 sq ft.
- Cost of material should include all kind of printed related processing & transportation & installation charges along with taxes.
- Envelop should mention Quotation for "**Wall Painting of Merrygold Hospital**"

It is requested to quote your lowest rates for the same in prescribed time limit.

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Annexure -3

Undertaking from Vendors

This has reference to the EOI / RFP published in News Paper and website of HLPPT on 23/04/2016. In response to the RFP, we have submitted our technical & financial bids on..... at your office In connection with the above bids, we hereby declare as under:-

i- That we are neither related to any of your Trustees, Officers and other employees nor do we have any financial, commercial or other interests with any of the above persons in any capacity whatsoever.

ii- That we have submitted the bids in the name of M/S.....and declare that no other bids have been submitted by us in the name of any other firms/companies/proprietors/individuals which comes under the same management and related parties.

iii- We hereby undertakes that in case of any violations to the above declarations at any stage of the contract , HLPPT reserves the sole right to cancel the contract and recover the full value of the contract from us.

For and on behalf of

(Authorized Signatory with company seal /Stamp.)

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