

HINDUSTAN LATEX FAMILY PLANNING PROMOTION TRUST
B-14A, IInd Floor, Sector 62, Noida,
Gautam Budh Nagar, Uttar Pradesh - 201307

Request for Proposal (RFP)

Engage the Agency for Fabrication work of 08 Vehicles (Force Ambulance B Type AC Automobile T-1 3350) under ITC - CSR Project

Scope of work: The detailed description of Fabrication work as per enclosed **Annexure 5(Scope of Work)& Annexure 5.1(Fabrication Layout)**

HLFPPT has been awarded to implement the Mobile Medical Unit (MMU) Project funded by ITC Education & Health care Trust in the District Saharanpur (Uttar Pradesh) and Munger (Bihar) for the period of 2 years (January 2022 to December 2023). The objective of the project is to provide primary health care services to the underserved community in the selected project districts through 8 (Eight) Nos. Mobile Medical Units.

In this regard HLFPPT invites sealed proposals for "**Engage the Agency for Fabrications work of 08 Vehicles(Force Ambulance B Type AC Automobile T-1 3350) under ITC- CSR Project**".

Terms and conditions

1. The agency can be an individual/HUF/ Association of Persons (AOP)/Society/Trust/Partnership firm/company incorporated under the laws of India.
2. No agency shall be entitled to submit more than one bid whether jointly or severally. If one does so, all bids wherein the agency has participated shall stand disqualified.

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

3. The agency shall bear all costs associated with the preparation and submission of bid.
4. The agency must have PAN (Permanent Account Number) and registered with GST and the document for the same is to be attached.
5. HLPPT reserves the right to accept /reject/ select one or more than one 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 agency.
6. The artwork of Fabrication of 08 vehicles will be provided by HLPPT at the beginning of the Work Order. In case of delay/ disruption of the activity implementation/execution, penalty will be levied.
7. The Fabrication Work shall have to be executed in accordance with the technical specifications specified in the RFP and shall have to meet high standards of materials.
8. The agency is advised to visit and inspects the vehicles for Fabrication work.
9. HLPPT reserves the right to cancel the contract based on performance without assigning any reason thereof.
10. Evaluation of the bids will be done by a competent committee from HLPPT.
11. 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 deliverable 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
12. HLPPT management reserves the right to change (increase or reduce) the numbers/units as per its sole discretion and Project requirement.
13. **Documents required to release the payment:**

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- a. Bill / Invoice mentioning Permanent Account Number of Income Tax Department
 - b. Documentary proof of the deliverables as per work order.
14. Agencies that will be technically qualified would only be considered for opening of financial bids.
15. The agency should submit enclosed **Annexure - 1** duly seal & signed.
16. Technical Evaluation of the agencies would be done on the following basis-

1	Experience with HLPPT/ Govt. Agency/NGO/Development Sector	20
2	Experience in similar type of Product	20
3	Annual Turnover - Financial Status of the agency.	30
4	Clientele.	20
5	Any other criteria as per discretion of Management.	10

Agency should submit the Technical bid with enclosed Annexure-2: Technical Bid Format.

17. The RFP shall be evaluated strictly based on the substantive information/credentials/documentary evidence submitted by the agencies.
18. HLPPT Management Reserves the Right to award the work to more than one Agency as per requirement.
19. **The agency needs to submit 'Technical Bid' & 'Financial Bid' in sealed envelopes by super scribing as 'Technical Proposal for Fabrications work of 08 Vehicles(Force Ambulance B Type AC Automobile T-1 3350)' and 'Financial Proposal for Fabrications work of 08 Vehicles(Force Ambulance B Type AC Automobile T-1 3350)'.**

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20. All the bid needs to be submitted by **5.00 pm on Date- 22nd March 2022** at the following address:

Manager - Administration

Hindustan Latex Family Planning Promotion Trust (HLFPPT)

B-14A, IInd Floor, Sector 62, Noida, Gautam Budh Nagar, Uttar Pradesh - 201307

Ph. 0120 - 4231060/61/62

21. Agencies would not be allowed to subcontract, partial/full of the work assigned to them. In such cases the Management reserves the right to cancel the contract with the agency.
22. The rates quoted by the agency will be inclusive of all Taxes and other charges etc. Agency should submit the financial bid as per the **Annexure-3: Financial Bid Format**
23. The rate quoted by the agency will be valid upto 3 Months from the award of the contract.
24. 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.
25. Any technical and financial bid with inadequate information and those which do not meet the eligible criteria or received after the closing date & time will not be entertained and considered under any circumstances.
26. The agency needs to sign and stamp all pages of the technical bid along with the terms and conditions of RFP.
27. The Agencies should also submit an undertaking (**Annexure-4**) duly signed & Stamped.

Name & Signature of Authorized Signatory
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28. The contract may be terminated on breach of any of the clauses of this RFP.

29. HLPPT reserves the right to cancel the bid anytime without prior information/notice.

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.

Name & Signature of Authorized Signatory
Name & Seal of the Firm/ Agency
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Annexure- 1
(To be filled, sign & stamp by Agency)

A

S.No	Particulars	Remarks	Work Experience
1	Experience with HLPPT/ Govt. Agency/NGO/Development Sector	Yes/No	
2	Experience in similar Type of activity	Year	

B

S.No	Particulars	Last 3 Year		
		2018-2019	2019-2020	2020-2021
3	Annual Turnover/ITR			

C

S.No	Particulars	Top 5 Client List
4	Clientele List	

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Annexure- 2: Technical Bid Format

	SPECIFICATION (TECHNICAL)	AGENCY'S REPOSE (Agreed /Disagreed)
1.	Fabrication work to be done according to the Annexure 5 (Scope of Work)and Annexure 5.1 (Fabrication Layout)	
2.	The receipt of services to be submitted as proof along with the invoice.	
3.	The agency is capable and agrees to complete the baseline study within specified time as agreed upon otherwise a penalty clause will be invoked.	
4.	Past experience of the agency in similar activities, as listed in this RFP. Please give details or provide a list of clients to whom similar services have been done.	
5.	Management reserves the right to award the work order to more than one agency (on the basis of quality consideration/experience of the agency) in addition to rates parameters.	
6.	Constitution of the agency whether Proprietor ship/Partnership/Company. Give details of Proprietor/ Partner/Directors.	
7.	For how many years the agency is engaged in a similar line of activities.	
8.	Registration certificate with GST need to be submitted along with the technical quotation.	
9.	Penalty clauses will apply as per the company's policy, as per terms of the work order: the the decision of the HLPPT/Project Management shall be final and binding in this regard.	
10.	The final price will remain valid for upto 03 Months from the award of the work order.	

Name & Signature of Authorized Signatory
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Please Note:-

- 1. Form must be completed in all respects; incomplete forms may liable to be rejected.**
- 2. The form must be duly signed and sealed by the Authorized signatory**
- 3. The form must be submitted on or before due date and time.**

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Annexure-3: Financial Bid Format

I am submitting below the lowest quotation for the above after understanding completely the technical specifications and other terms and conditions of the RFP.

	SPECIFICATIONS (FINANCIAL)
1.	Rates will be inclusive of all Taxes and other Charges etc.
2.	TDS as applicable will deducted as per Income Tax Act, 1961
3.	Payment will be made through cheque / NEFT/ RTGS.
4.	Payment shall be made within 45 days after submission of original invoice & deliverables of services
5.	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.

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

I am submitting below my 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.

S.no	Particulars	Specification	Qty.	Rate in Rs. (Inclusive Taxes)	Total Amt. (Inclusive Taxes)
1	Fabrications work of 08 Vehicles (Force Ambulance B Type AC Automobile T-1 3350)	<ul style="list-style-type: none"> • Scope of work as per Annexure - 5 • Fabrication Layout As per Annexure 5.1 	08		

Important Note-

- Fabrication work to be done according to the schedule and locations approved by HLPPT
- The rates quoted shall be valid for upto 03 Months from issue of work order.
- The cost should include all kinds of charges along with taxes.

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

Annexure -4 Undertaking from Vendor



This has reference to the RFP datedIn 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:-


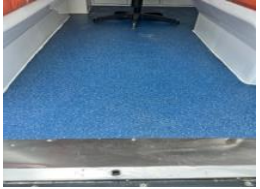


- i- That we are neither related to any of your Trustees, Officers and other employees nor do we have any financial, commercial or other interests with any of the above persons in any capacity whatsoever.
- ii- That we have submitted the bids in the name of M/S... and declare that no other bids have 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, HILFPPT reserves the sole right to cancel the contract and recover the full value of the contract from us.

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Annexure - 5 (Scope of Work)

INCLUSIONS IN FABRICATION AS MMU ON AMBULANCE B TYPE AC, 3350 MM				
S.NO.	PARTICULARS	QTY	DETAILS/MAKE/ BRAND	REFERENCE PICTURE
1	FIBRE REINFORCED PLASTIC (FRP)	WHOLE INTERIORS	OCF / CPIC - Density - 450 gm per sq. mtr x 3 layers, 3 mm thickness	
2	COMPLETE PATIENT BODY INTERIOR INSULATION	Roof and sides	Thermocool and Heatlon + Fibre	
3	WORKING ON WINDOWS OF AMBULANCE VAN	2	Windows created in the body shell according to RFP Dye	
4	BODY PAINT AFTER CREATION OF WINDOW SPACE	For 2 Windows		




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5	COMPLETE WIRING	Complete	Paramount (ISI) brand complete wiring harness, 1mm, 2.5, 4mm, 6mm, 10 mm as per different requirements	
6	FLOORING - WATER RESISTANT 12 MM PLY + LG 1.6 MM VINYL	1	 Waterproof ply of 12 mm and Vinyl covering (LG make)	
7	BENCH TYPE ATTENDANT SEATS	1	Self made fibre base; 2-4" thick bench cushion	
8	FOLDABLE EXAMINATION COUCH CUM SEATING FOR 4 PERSONS	1	Self made fibre base; 3-4" thick bench cushion	




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9	CURTAIN FOR EXAMINATION COUCH	1	Standard	
10	L TYPE WOODEN CABINET WITH DRAWERS FOR STORAGE AND EQUIPMENTS	1		
11	WASH BASIN WITH WATER TANKS	1	Stainless steel of Jayna make; FRP water tank ; Tap etc.	
12	OVERHEAD STORAGE RACK IN FRP	2	In FRP, moulded with fibre body, 3 mm thickness	
13	WATER THERMOS 5 LTR	1	Make - Milton	


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14	LIGHTS	8	LED - 8; 12V	
15	FANS IN PATIENT AND DRIVER COMPARTMENTS	3	REMI make	
16	ROOFTOP REVOLVING LIGHT	1	Sholphin or Lumax	
17	PUBLIC ANNOUNCEMENT SYSTEM, SPEAKER & HOOTER	1	Sholphin	



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18	POWER / LIGHT SOCKETS AND SWITCHES	3	Make - ABB (ISI)	
19	INVERTOR & BATTERY - 600 VA	1	Invertor make - Sukam or Luminous; Battery make - Sukam or Luminous; Battery capacity - 90Amp	
20	FOLDABLE DOCTOR TABLE AND CHAIR	2	Wooden with Sunmica	

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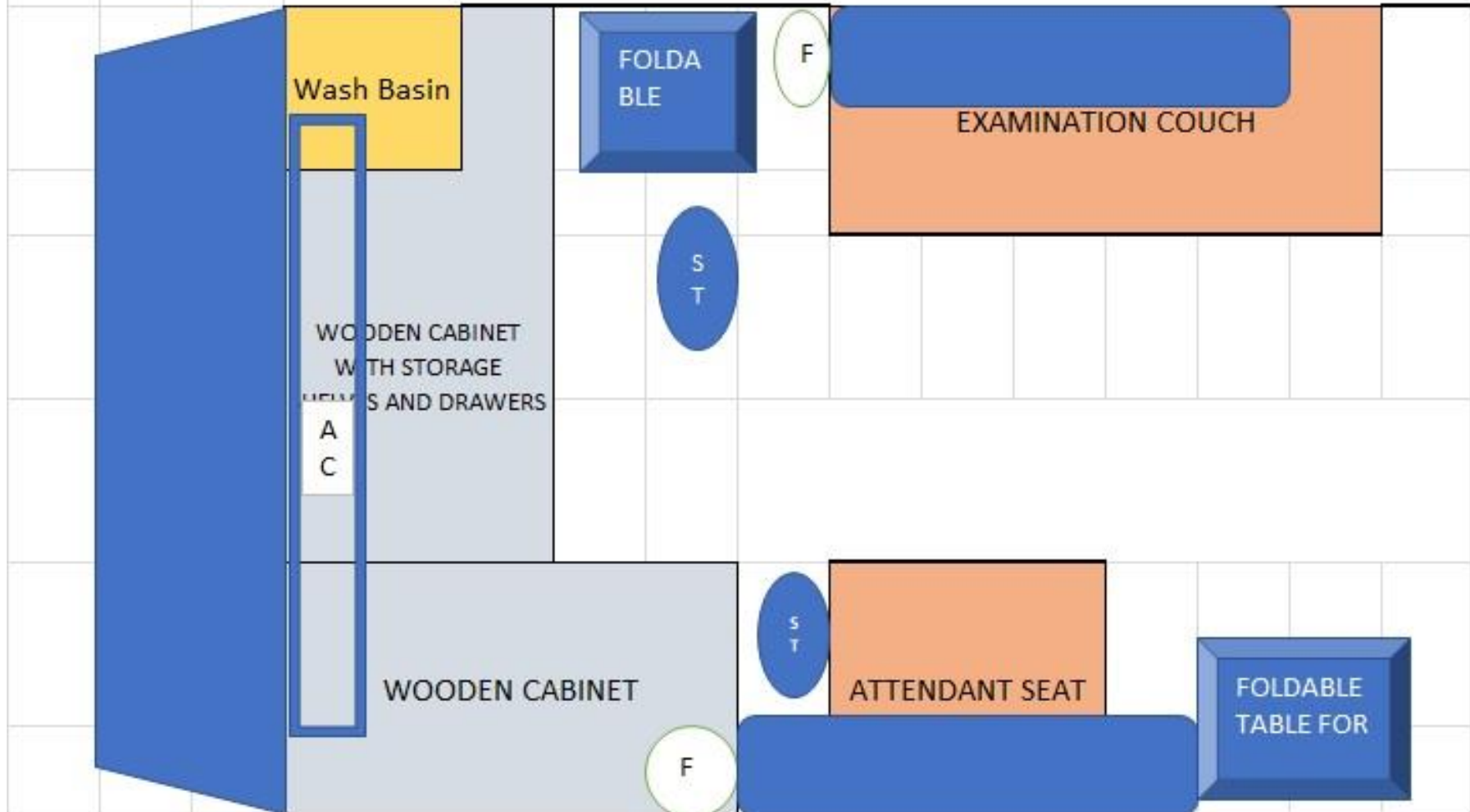
21	FRP PAINT COLOUR - OFF 'WHITE	Complete interior	PU paint	
22	MANUAL RETRACTABLE AWNING ON 1 SIDE	1	8.5' in length, 6' retractable	
23	Torch and Spot light	1	As available at the time of fabrication	
24	WASTE BINS	2	As available at the time of fabrication	
25	STOOL	2	As available at the time of fabrication	
26	SOAP CONTAINER/ Sanatizer Holder	2	As available at the time of fabrication	
27	TOWEL HOLDER	1	As available at the time of fabrication	
28	MIRROR	1	As available at the time of fabrication	
29	WALL CLOCK	1	As available at the time of fabrication	
30	GPS	1	Fleet Link	

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31	REAR FOOT STEP			
32	REAR CHARGING POINT FOR INVERTOR			
33	Branding	1	Sticker	

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Telephone/ Fax

PATIENT COMPARTMENT



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