

Dated: 22nd February 2023

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

Request for Proposal (RFP)
Empanelment the agency for purchase and supply of medicines on PAN India basis

Hindustan Latex family Planning and Promotion Trust (HLFPPT) is a trust established and promoted by HLL Lifecare Ltd. (a government of India Enterprise) having its corporate office at Noida Sec 62, U.P. Since its set up in the year 1992, HLFPPT has been implementing various reproductive health programs with support from central and state government, international agencies and corporate units.

In this regard HLFPPT invites sealed proposals for "**Empanelment the agency for purchase & supply of medicines on PAN India basis**" as per details, terms and conditions given below:

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.
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. HLFPPT 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 supplier should have all valid licenses, approvals, certificates, registration from all statutory authorities from Drug Control Authority of State/Union/Income Tax/GST/any other relevant and mandatory requirements. Copy of license to be enclosed
7. Schedule of supply will be provided by HLFPPT at the beginning of the Purchase Order. In case of delay/ disruption of the activity

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implementation/execution, penalty will be levied.

8. HLPPT reserves the right to cancel the contract based on performance without assigning any reason thereof.
9. Evaluation of the bids will be done by competent committee from HLPPT.
10. 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 good supply 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.
11. In the event of award of contract the agency shall be able to supply the Medicines within 05-10 days of award of contract as per the schedule provided by HLPPT.
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:

- a. Bill / Invoice mentioning Permanent Account Number of Income Tax Department
 - b. Documentary proof of the deliverables as per Purchase 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 as per details is mentioned in above table with enclosed Annexure-2: Technical Bid Format.

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17. The RFP shall be evaluated strictly based on the substantive information/credentials/documentary evidences 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 Empanelment the agency for purchase and supply of medicines on PAN India Basis**' and '**Financial Proposal for Empanelment the agency for purchase and supply of medicines on PAN India Basis**'.
20. All the bid needs to be submitted by **5.00 pm on Date- 06th March' 2023** at the following address:

**Manager – Administration
Hindustan Latex Family Planning Promotion Trust (HLPPT)
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 case 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/Packing and Freight 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 for 01 year from the award of the contract.
24. All Medicines to be supplied by the Agency should be branded, standard and best quality medicines from reputed companies, means no sub-standard drugs.
25. Medicines/drugs not in good condition, in any lot, shall not be accepted by HLPPT and are to be replaced by the selected Bidder.
26. Minimum Shelf Life of medicines supplied to the HLPPT should be strictly of one (01) year.
27. Medicines should be of same brand/ company as specified in the Purchase Order issued by HLPPT. No substitute of same chemical composition of any other company shall be accepted by HLPPT, without having HLPPT prior approval in writing from HLPPT authorized representative. In case the manufacturing of the medicines/drugs is stopped by the company or the medicines/drugs are not available in the market, the prior approval of HLPPT shall be required for supply of such substitutes.

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28. In case the Medicines/drugs supplied by the Supplier are found to be dubious or spurious, the Supplier shall indemnify the HLPPT against all losses/claims that may be caused/lodged against HLPPT on account of such defective Medicines/drugs including the rights / damages available under the various laws of the land.
29. HLPPT reserves the right to award the contract to the second highest scoring agency in the event the first highest scoring agency backs out after final discussions.
30. 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.
31. The agency needs to sign and stamp all pages of the technical bid along with the terms and conditions of RFP.
32. The Agencies should also submit an undertaking **(Annexure-4)** duly signed & Stamped.
33. The contract may be terminated on breach of any of the clauses of this RFP.
34. 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.

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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 Product supply	Year	

B

S.No	Particulars	Last 3 Year		
		2019- 2020	2020-2021	2021-2022
3	Annual Turnover/ITR			

C

S.No	Particulars	Top 5 Client List
4	Clientele List	

D

S. No.	Particulars	Details (GST & PAN No.)
5	PAN	
6	GST	

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Annexure- 2: Technical Bid Format

Location -: PAN India basis

	SPECIFICATION (TECHNICAL)	AGENCY'S REPOSE (Agreed /Disagreed)
1.	Supply to be done according to the quantities, specifications, quality, schedule and locations approved by HLPPT	
2.	The receipt of products to be submitted as proof along with invoice.	
3.	The agency is capable and agrees to complete the supply within specified time as agreed upon otherwise penalty clause will be invoked.	
4.	Past experience of the agency in supply of items or similar items, as listed in this RFP. Please give details or provide list of clients to whom similar goods have been supplied.	
5.	Management reserves the right to award the purchase 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 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 purchase order: the decision of the HLPPT/Project Management shall be final and binding in this regard.	
10.	The final price will remain valid for one year from the award of the Purchase order/ Award of contract	

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 Authorised 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/Levies/Packing and Freight Charges etc.
2.	TDS as applicable will deduced as per Income Tax Act, 1961
3.	Payment will be made through cheque / NEFT/ RTGS.
4.	Duly Certified bills will be submitted for every completed cycle on monthly basis.
5.	Payment shall be made within 45 days after submission of original invoice & delivery of goods
6.	Penalty clauses will apply as per the company's policy, as per terms of the purchase order: the decision of the HLPPT/Project Management shall be final and binding in this regard.

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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.	NAME OF MEDICINE	Company	Offered Pack size	Rate in Rs. (Inclusive Taxes) Per Strips/Syrup/Gel/Inj/ Oint/Bottle/Drop
<u>ANTIBIOTICS</u>				
1	Azithromycin-500mg.	Generic		
2	Azithromycin-250mg.	Generic		
3	Cefixime 200mg	Generic		
4	Cefixime 100mg	Generic		
6	Cefpodoxime 200 mg	Generic		
7	Amoxyciline+Clavulinic Acid 325 mg	Generic		
8	Amoxyciline+Clavulinic Acid 625 mg	Generic		
9	Ofloxacin-200mg	Generic		
10	Amoxicillin 250 mg	Generic		
11	Amoxicillin 500 mg	Generic		
12	Erythromycin 250mg	Generic		
13	Norfloxacin 400mg	Generic		
14	TAB ROXITHROMYCINE 150 MG	Generic		
15	TAB CIPROFLOXACINE 250 MG	Generic		
16	TAB CIPROFLOXACINE 500 MG	Generic		
17	CIPLOX-TZ	Generic		
18	METRINIDAZOLE-400 ETHICAL AS PER MRP	Generic		
19	Metronidazole 200 mg	Generic		
20	DOXYCYCLINE 100 MG CAP	Generic		
21	AMPICILLINE 250 CAP	Generic		

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22	CLINDRAMYCINE	Generic		
23	Levofloxacin-500mg.	Generic		
	SYRUP			
24	AMOXYCILLIN ORAL DRY SYP	Generic		
25	Azithromycin-Syrup 100 mg/5 ml	Generic		
26	Cefixime Syrup 50 mg/5 ml	Generic		
27	syp cetirizine	Generic		
28	syp multivitamin	Generic		
29	Syp Enzyme	Generic		
30	SYP CEFIXIME D/S	Generic		
31	Syp Sulbutamol	Generic		
32	Albendazole syrup Albendazole 200 mg/5ml	Generic		
33	Syp Metronidazole (OFLOXACIN+ Metro)	Generic		
34	Syp liver tonic	Generic		
35	VITOZYME SYRUP 200ML	Generic		
36	ELBYON SYP.	Generic		
37	Paracetamol 120 mg/5ml	Generic		
38	Paediatric Cough syrup	Generic		
39	Syp Caugh(expectroent)	Generic		
40	Terbutalin Syp	Generic		
41	Antacid Syrup	Generic		
42	Syp Ondansatron	Generic		
43	CYPZIP SYP	Generic		
44	BOND SUSPENSION	Generic		
45	Cefpodoxime Syrup 50 mg/5 ml	Generic		
46	Liq disodium hydrogen citate 1.53g in each 5ml liq,100 ml bot	Generic		
47	Ibuprofen 200mg and Syrup Ibuprofen 100 mg/5ml	Generic		

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GASTRIC			
48	Tab of aluminum hydroxide 300 mg + silicate 50 mg + magnesium hydroxide 25 mg + simethicone 25 mg in each Tab	Generic	
49	PUREOM-20 CAP OMEPRIZOLE CAP	Generic	
50	TAB PANTOPRAZOLE 40MG	Generic	
51	CAPSULE PANTOPRAZOLE DSR	Generic	
52	Antacid Tab	Generic	
53	RANITIDINE TAB 150 MG.50	Generic	
54	DOMPERIDONE 30 mg+ PANTOPRAZOLE 40 mg Capsules [SR] 10's	Generic	
55	Rabeprazole 20mg + Domperidone 10mg Capsule 10's	Generic	
56	CAPSULE ESMOPRAZOLE DSR	Generic	
57	DOMEPERION	Generic	
58	Drotavarine 40 mg	Generic	
59	Loperamide	Generic	
60	MEFTAL SPASM /SPASMINDAL	Generic	
61	Metoclopramide 10 mg	Generic	
62	ALBENDAZOLE 400 MG TAB	Generic	
63	DICYCLOMINE	Generic	
64	BIOGENE TAB	Generic	
65	Bisacodyl 10 mg	Generic	
66	Tranexamic Acid 500 mg	Generic	
67	Lacto Basillus sachet	Generic	
68	P-ENZYME TAB	Generic	
69	Ondansetron 4 mg	Generic	
70	ANTIFUNGAL & ANTIALLERGY	Generic	
71	Prednisolone 5 mg	Generic	

GASTRIC			
48	Tab of aluminum hydroxide 300 mg + silicate 50 mg + magnesium hydroxide 25 mg + simethicone 25 mg in each Tab	Generic	
49	PUREOM-20 CAP OMEPRIZOLE CAP	Generic	
50	TAB PANTOPRAZOLE 40MG	Generic	
51	CAPSULE PANTOPRAZOLE DSR	Generic	
52	Antacid Tab	Generic	
53	RANITIDINE TAB 150 MG.50	Generic	
54	DOMPERIDONE 30 mg+ PANTOPRAZOLE 40 mg Capsules [SR] 10's	Generic	
55	Rabeprazole 20mg + Domperidone 10mg Capsule 10's	Generic	
56	CAPSULE ESMOPRAZOLE DSR	Generic	
57	DOMEPERION	Generic	
58	Drotavarine 40 mg	Generic	
59	Loperamide	Generic	
60	MEFTAL SPASM /SPASMINDAL	Generic	
61	Metoclopramide 10 mg	Generic	
62	ALBENDAZOLE 400 MG TAB	Generic	
63	DICYCLOMINE	Generic	
64	BIOGENE TAB	Generic	
65	Bisacodyl 10 mg	Generic	
66	Tranexamic Acid 500 mg	Generic	
67	Lacto Basillus sachet	Generic	
68	P-ENZYME TAB	Generic	
69	Ondansetron 4 mg	Generic	
70	ANTIFUNGAL & ANTIALLERGY	Generic	
71	Prednisolone 5 mg	Generic	

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72	Avil 25 mg	Generic		
73	Tab Flucanazole 150 mg	Generic		
74	Tab Itraconazole 200 mg	Generic		
75	Tab. Ketocanazole 150 mg	Generic		
76	LEVOCETRIZINE 5MG TAB	Generic		
77	TAB LEVOCETRIZINE+MONTULAKAST	Generic		
78	Fexofenadine 120 mg film coated Tablet 10's	Generic		
79	TAB CETRIZINE 10 MG	Generic		
80	HYDROZINE 10 MG	Generic		
81	MICONAZOLE TAB	Generic		
82	CPM tab.	Generic		
83	Tab prednisolone 10 mg tab	Generic		
84	Clotrimazole Vaginal Suppository	Generic		
85	MONTELUKAST 10 MG + FEXOFENADINE HCl 120 MG TABLETS	Generic		
86	SEPTRAN SS TAB	Generic		
87	Deflazacort 12 mg	Generic		
88	Deflazacort 6 mg	Generic		
89	Dexamethasone 4 mg	Generic		
90	Diazepam 2 mg	Generic		
91	Diazepam 5 mg	Generic		
	PAINKILLER			
92	Acetyl Salicylic Acid 75 mg dispersible/ mouth dissolving	Generic		
93	Aceclofenac 100mg and Paracetamol 325 mg Tablet 10's	Generic		
94	COMBIFLAM TAB ETHICAL AS PER MRP	Generic		
95	Aceclofenac 100 mg	Generic		
96	DICLOFANIC +DICYCLOMINE	Generic		

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97	DICLOFANIC SR 100mg	Generic		
98	DICYCLOMINE	Generic		
99	TAB DICLOFANIC SODIUM	Generic		
100	Diclofenac Sodium (SR) 75 mg Tablet 10's	Generic		
101	Ibuprofen 200 mg film coated Tablet 10's	Generic		
102	Serratiopeptidase 10 mg Tablet 10's	Generic		
103	Tab of aceclofenac 100 mg + Patracetamol500 mg + serratiopeptidase	Generic		
104	Etoricoxib 60 mg	Generic		
105	Paracetamol 650 mg	Generic		
106	PARACETAMOL-500 MG TAB	Generic		
107	IBUPROFENE 400 MG	Generic		
108	PARACETAMOL 325 mg+ TRAMADOL 37.5 mg Tablets 15's	Generic		
	OINTMENT			
109	MYDERM CREAM CLOTR,NCOMYCIN,BECLAMETH	Generic		
110	NUGESIA GEL-FULL FORMULA 30GM	Generic		
111	SCABIES LOTION GAMA BENZENE LOTION (100 ml)	Generic		
112	SOFRAMAX OINT ETHICAL AS PER MRP 30GM	Generic		
113	Soframycin Ointment	Generic		
114	Miconazole Tab 2% ointment 15 gx0	Generic		
115	Betamethasone Dipropionate (ointment 0.5%) (10 gm)	Generic		
116	Neomycin + Bacitracin 15 g ointment, 5 mg + 500 IU/g	Generic		
117	Silver Sulfadiazine 1% (10 gm)	Generic		
118	Xylocaine Jelly 2 %	Generic		
119	Permethrin 100 ml Ph	Generic		
120	WHITFIELD OINTMENT	Generic		
121	BETAMETHASONE OINT	Generic		

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122	CALAMINE LOTION	Generic		
123	FRAMYCETIN SULPHATE 15 MG	Generic		
124	POVIDINE IODINE OINT	Generic		
125	SUKHAD OINT AYURVEDIC	Generic		
126	SCABY LOTION 50 ML	Generic		
127	Beclamethasone Dipropionate..0.025% w/, Neomycin Sxulphate..0.5% w/w (3500 Unit /G) Chlorocresol 0 15gm	Generic		
128	Mapurocin ointment	Generic		
129	Permetharin lotion	Generic		
130	SCABY LOTION 100 ML	Generic		
131	Betadine Oint. - 250gm.	Generic		
132	Permethrin cream 5% W/W	Generic		
133	Surgical sprit 400ml bot	Generic		
134	Hydrogen per oxide 400 ml bot	Generic		
135	Povidonelodine topical solution 5%.15 gm tube	Generic		
136	Permerthrine 50mg in each gm cream, 30 gm tube	Generic		
137	Mupirocin 2% oint , 5 gm tube	Generic		
138	Clotrimazole 1% + beclometasone 0.025 cream ,15 gm tube	Generic		
139	Clotrimazole 2% V gel ,30 gm tube	Generic		
140	Clobetasol 0.5% + neomycine 0.5% + neomycine 0.5% + miconazole 2%cream 15 gm tube	Generic		
141	Clamine 8% ,100 ml lotion , bot/tube	Generic		
142	lidocane 2% + Choline salicylate 8.7 dental gel , 15 gm tube	Generic		
	MALTIVITIMINS			
144	Iron Folic Acid (S R)	Generic		
145	Vit B Complex	Generic		
146	Calcium carbonate	Generic		

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147	calcitrol calcium0.25 mcg carbonate 500 mg & zinc 7.5 mg softgel cap	Generic		
148	ZINC,HAEMATINIC,CARBONYL IRON&FOLIC CAP	Generic		
149	Vitamin A/E Capsule	Generic		
150	Febuxostat 40 mg	Generic		
151	Iron & Zinc (Carbonyl Iron 50 mg+ Zinc Sulphate Monohydrate USP 61.8mg equivalent to Elemental Zinc 15's	Generic		
152	Methycobalamine 1500 mcg	Generic		
153	VIT D SACHEY	Generic		
154	TAB BCOMPLEX	Generic		
155	Tab procloperazine 5mg tab	Generic		
156	Tab bethaistne 8mg Tab	Generic		
157	Tab Isosorbidedinitrate 5mg Tab	Generic		
158	Tab of asprin 75 mg + clopidogrel 75mg tablets	Generic		
159	Tab clopidogrel , 75 mg Tab	Generic		
160	Cap of capantohenagte 50 + B12 15 mcg + folic acid 1.5 mg + thiamine 10 mg ,riboflavine 10 mg + pyridoxine 3mg + niacinamide 100 mg + ascorbicacid 150 mg + biotin 100 mcg in each cap	Generic		
161	ZINC TAB	Generic		
162	Vit C	Generic		
163	Lacto Basillus Tab.	Generic		
	ANTIHYPERTENSIVE & ANTIDIABETIC DRUGS			
166	Amlodipine 2.5 mg	Generic		
167	Amlodipine 5 mg	Generic		
168	Atenolol 50 mg	Generic		
169	TELMISARTAN IP 40 mg+ AMLODIPINE 5 mg Tablets 15's	Generic		

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170	ORS 21.8 GM/ satchet	Generic		
171	Frusemide 40 mg	Generic		
172	Telmisartan 40 mg	Generic		
173	Metformin 500 mg+	Generic		
174	Glymiperide 2 mg	Generic		
175	Metformin 500 mg+Glymiperide 1 mg	Generic		
176	Metformin 500 mg+Glymiperide 2 mg	Generic		
177	Atorvastatin 10 mg	Generic		
OTHER DRUGS				
178	STAIRCOLD 3 TAB CHESTIMATE COLD TAB	Generic		
179	SALBUTAMOL 4 MG	Generic		
180	Tab.Deriphyllin -R 150	Generic		
181	COLD KIT (PCM125MG ,CETRIZINE HYDROCHLORIDE 2MG & PHENYLEPHRINE HYDROCHORIDE 5MG SUSPENSION	Generic		
182	COLD KIT (CHLORPHENIRAMINE MALEATE, PCM, PHENYLEPHRINEHCL SUSP	Generic		
183	BENZ JUNICP (DEXTROMETHROPHAN HBR, CHLORPHENIRAMINE MALEATE & PHENYLEPRINE HCL SYRUP	Generic		
184	ACUCET COLD(PCM, PHENYLEPHRINE HCL, & LEVOCETRIZINE DIHYDROCHLORIDE SUSPENSION	Generic		
185	Protein powder for MoMs and lactating women	Generic		
186	Pediasure	Generic		
EYE & EAR DROPS				
187	Ofloxacin eye drop 0.3%wv	Generic		
188	EAR DROP COTRIMAZOLE & LINGOCAIN DROP	Generic		

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189	EYE DROP	Generic		
190	NASAL DROP	Generic		
191	SOFRACORT EYE DROP	Generic		
192	Moxifloxacin Eye Drop	Generic		
193	Ciprofloxacin 0.3% eye/ear drop 5 ml	Generic		

Important Note-

- Supply to be done according to the quantities, specifications, quality, schedule and locations approved by HLPPT
- The rates quoted shall be valid for one year from issue of purchase order.
- Cost of item should include all kind of packaging, processing & transportation & other charges along with taxes.

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Annexure -4

Undertaking from Vendor

This has reference to the RFP dated 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.

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