

Letter of Enquiry

Dear Sir

Subject : - Enquiry to engage the agency to Develop of PMIS Software for monitoring & maintaining record with maintenance under Private sector Integration-Project.

Hindustan Latex Family Planning Promotion Trust (HLFPPT) is a not-for-profit trust promoted by HLL Lifecare Limited, a Government of India enterprise under the Ministry Health & Family Welfare (MoHFW).

HLFPPT is inviting proposals from eligible firms (hereinafter Bidders) for "Engage the agency to Develop PMIS Software for monitoring & maintaining record with maintenance under Private sector Integration-Project" as per details are given below:

S.No	Particular	Work Description	Qty. Per Pcs.	Rate (Rs.) (Inclusive Taxes)	Total Cost(Rs.) (Inclusive Taxes)
1	PMIS Software	<ul style="list-style-type: none"> Designing PMIS for monitoring to ensure proper monitoring & Maintaining records Scope of work as per attachment(Annexure - 1) Location - UP, Rajasthan and UK 	01		

- i. Hard copy & Soft copy of the quotation should be made on your letterhead and shall submit to address given below latest by 15th June 2023 at 5:00 PM.

Administration

Hindustan Latex Family Planning Promotion Trust (HLFPPT)
B-14A, Second Floor, Sector-62
Gautam Budh Nagar , Noida-201307
T: +0120-4673600

Terms & Conditions:

- The Rate must be inclusive of all Taxes and other charges etc. No escalation in the prices will be allowed once the prices are fixed and agreed to by the HLFPPT and the selected bidder.
- The bidder must have PAN (Permanent Account Number) & GST Registration Certificate.
- The quoted rates should be strictly as details shared in this document, no deviation at later stage shall be entertained.
- HLFPPT reserves the right to cancel this LOE any time or at any stage without any reason / notice to the vendor or change/add any terms and conditions of the LOE by issuing addenda/corrigenda and communicating the same to vendors through email.
- HLFPPT reserves the right to extend the dates for submission of any and all responses to this document.
- The agency shall be able to develop the PMIS software as per enclosed Scope of work (Annexure - 1).
- Installation of PMIS App shall be done in a month from the date of issue work order.

8. Agency will be required to provide online support through any Desk, Team viewer etc.
9. Agency will be required to provide Free App Maintenance over currency contract.
10. Prompt action to be taken towards support in case of any query raised/intimation by HLFPPPT.
11. The agency will be responsible for compliance of all the applicable laws and obligations arising out from the action of providing the services. Then Agency shall undertake to indemnify the HLFPPPT for any liability under any Law arising our while providing the service as per content.
12. HLFPPPT management reserves the right to change (*increase or reduce*) the numbers as per project requirement.
13. **Documents required to release the payment:**
 - a. Bill / Invoice mentioning Permanent Account Number and GST Registration No.
 - b. Documentary proof of the deliverables as per Work order duly certified by authorized HLFPPPT Representative.

Payment Terms

- i. TDS will be deducted as per applicable income tax law.
- ii. The payment will be done through Local Cheque / NEFT/ RTGS, Payment will be made in 45 days from the submission of invoice (On Completion of Work) .
- iii. All the payment will be released after submission of certified invoice and verification of the work from the authorized representative of HLPPT.

Thanking You.

Regards,



Beena Dewivedi
Hindustan Latex Family Planning Promotion Trust
(A trust promoted by HLL Lifecare Ltd.)
B-14A, 2nd Floor, Sector 62, Noida, UP 201301
Phn: 0120-4673600
Website: www.hlfppt.org