

Letter of Enquiry

Dear Sir

**Subject :- Enquiry for Purchase and supply of Nutrition Kit 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 "Purchase and supply of Nutrition Kit under Private sector Integration-Project" as per details are given below:

S.No	Particular	Specifications	Qty.	Rate Per Kit (in Rs.) (Inclusive Taxes)	Total Amount (in Rs.) (Inclusive Taxes)
1	Nutrition KIT	<ul style="list-style-type: none"><li>Location UP, Rajasthan &amp; UK</li><li>Nutrition's Kit Should have following ingredients:- Dates- 500 Gram Multivitamin - 60 Tab</li></ul>	1800		

- i. Hard copy & Soft copy of the quotation should be made on your letterhead and shall submit to address given below latest by 11<sup>th</sup> September 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:**

1. The Rate must be inclusive of all Taxes, Transportation charges 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.
2. The bidder must have PAN (Permanent Account Number) & GST Registration Certificate.
3. The quoted rates should be strictly as per specification/details shared in this document, no deviation at later stage shall be entertained.
4. Agency to ensure that ingredients in the Nutrition kit should be of superior quality and well packed. Ant deviation in term of quality and packaging of kit will be the responsibility of the selected Agencies at liable to be replaced by them without no extra cost.



5. HLFPPPT 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.
6. HLFPPPT reserves the right to extend the dates for submission of any and all responses to this document.
7. In the event of contract the agency shall be able to supply the Nutrition Kit within 15 days from the date of issue Purchase Order.
8. HLFPPPT management reserves the right to change (*increase or reduce*) the numbers of Nutrition Kits per project requirement.
9. Supply will be for UP, Rajasthan & UK. Supply to be done according to the quantities, specifications, schedule and locations approved and provided by HLFPPPT at the beginning of Purchase order. In case of delay/disruption of the activity implementation/execution, penalty as deemed fit will be levied.
10. **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.
- iii. All the payment will be released after submission of certified invoice and verification of the work from the authorized representative of HLFPPPT.

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.hlfpppt.org](http://www.hlfpppt.org)

