

TENDER DOCUMENT

**SUPPLY, INSTALLATION, TESTING, COMMISSIONING AND
VALIDATION OF ROLLER CULTURE HANDLING APPARATUS FOR
JE/RABIES VACCINE BLOCK AT
HLL BIOTECH LIMITED, IVC FACILITY,
CHENGALPATTU, TAMIL NADU**

IFB No: HBL/IVC/RC/APP/CPT/26-27, Dt. 13.05.2026

e-Tendering



HLL Biotech Limited
Integrated vaccine complex, Survey no 192 & 195,
Meleripakkam village, Chengalpattu, Pincode:603003
Mail: procurement@hllbiotech.com

MAY 2026

CONTENTS

SN	Part No.	Description	Page No.
1	Part I	INSTRUCTIONS TO THE BIDDERS	11
2	Part II	GENERAL CONDITIONS OF CONTRACT	23
3	Part III	SCOPE OF WORKS	33
4	Part IV	FORMS AND DECLARATIONS	34
5	Part V	TECHNICAL SPECIFICATION	44

HLL BIOTECH LIMITED

Integrated vaccine complex, Survey no 192& 195,
Meleripakkam village, Chengalpattu - 603003

NOTICE INVITING TENDER (NIT)

IFB No: HBL/IVC/RC/APP/CPT/26-27

Dt. 13.05.2026

HLL Biotech Ltd., a Central Public Sector Enterprise, invites online bids from eligible, competent and experienced parties who are capable of executing the following item/work meeting the requirements as per our tender.

Sl. No	Particulars	Description
1	Name of Item/Work	Supply, Installation, Testing, Commissioning and Validation of Roller Culture Handling Apparatus for JE/Rabies Vaccine Block at HLL Biotech Limited, IVC Facility, Chengalpattu, Tamil Nadu.
2	Location of Work	HLL Biotech Limited, Chengalpattu, Tamil Nadu.
3	Estimated Cost of the Item/Work	Rs.92,00,000/-(Incl. GST)
4	Brief description of Item/Work	Supply, Installation, Testing, Commissioning and Validation of Roller Culture Handling Apparatus (2 Nos) for JE/Rabies Vaccine Block at HLL Biotech Limited, IVC Facility, Chengalpattu, Tamil Nadu.
5	Specification	As per Part V
6	Bid Security / EMD	Rs.2,30,000/-
7	Bid Submission Fee / Tender Fee	Rs.1,770/-
8	Period of completion	45 Days from the date of PO/Site clearance
9	Eligibility criteria for Bidders	As per Tender document
10	Last date and time for online submission of bids	20-05-2026 at 15:00 Hrs
11	Date and time of opening of e-tender	21-05-2026 at 15:00 Hrs
12	Pre-bid Meeting date and time	15-05-2026 at 15.00 Hrs
13	Pre-bid meeting link	https://teams.live.com/joinmeeting/9365547477773?p=9qQYmya1aX3Yw6tmV6
14	HBL A/c Details for payment of Tender Fees (Payment mode: NEFT/RTGS)	Name of Bank: State Bank of India A/c number: 35930291945 IFSC Code: SBIN0007993 Branch name: Velachery, Chennai.

1) For MSME registered bidders, the proof of registration in the line of work and monetary limit shall be attached. The tender documents will be free of cost for them and such bidders will be exempted from EMD.

2) **Preference to Make in India products (For bids < 200 Crore):** Preference shall be given to Class 1 local supplier as defined in Public Procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier will be as defined in Public Procurement (Preference to Make in India), Order 2017.

If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor and if the OEM is a company then by a practicing cost accountant or a chartered accountant for OEM's other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 16.09.2020. Only Class-I and Class-II Local suppliers as per MII order dated 16.9.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 16.09.2020 is not eligible to participate. However, eligible micro and small enterprises will be allowed to participate. In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

3) **Bidders quoting equipment manufactured in countries sharing land border with India:**

Any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) only if the bidder is registered with Competent Authority, as specified in Annex I of order F.No.6/18/2019-PPD dated 23-July-2020 and bidder must comply with all provisions mentioned in the order with subsequent amendment/ modifications, if any. Said order is available for download from the website of Department of Expenditure (DoE), Public Procurement Division, Ministry of Finance'.

1) GENERAL INSTRUCTION TO BIDDERS

1. This tender is an e-Tender and is being published online in Government eProcurement portal, <https://etenders.gov.in/eprocure/app>
2. Bid documents including the Bill of Quantities (BoQ) can be downloaded free of cost from the Central Public Procurement Portal of Government of India (e-portal). All Corrigendum/extension regarding this e-tender shall be uploaded on this website i.e. <https://etenders.gov.in/eprocure/app>.
3. The tendering process is done online only at Government eProcurement portal (URL address: <https://etenders.gov.in/eprocure/app>). Aspiring bidders may download and go through the tender document.
4. All bid documents are to be submitted online only and in the designated cover(s)/envelope(s) on the Government e-Procurement website. Tenders/bids shall be accepted only through online mode on the Government e-Procurement website and no manual submission of the same shall be entertained. Late tenders will not be accepted.
5. The complete bidding process is online. Bidders should be in possession of valid Digital Signature Certificate (DSC) of class II or above for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above. If the envelope is not digitally signed & encrypted the Purchaser shall not accept such open Bids for evaluation purpose and shall be treated as non-responsive and rejected.
6. Bidders are advised to go through “Bidder Manual Kit”, “System Settings” & “FAQ” links available on the login page of the e-Tender portal for guidelines, procedures & system requirements. In case of any technical difficulty, Bidders may contact the help desk numbers & email ids mentioned at the e-tender portal.
7. Bidders are advised to visit CPPP website <https://etenders.gov.in> regularly to keep themselves updated, for any changes/modifications/any corrigendum in the Tender Enquiry Document.
8. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the Government eProcurement Portal.

9.1 Registration

- a) Bidders are required to register in the Government e-procurement portal, obtain ‘Login ID’ & ‘Password’ and go through the instructions available in the Home page after log in to the CPP Portal (URL: <https://etenders.gov.in/eprocure/app>), by clicking on the link “Online bidder Enrolment” on the CPP Portal which is free of charge.

- b) As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days' time. The bidders are required to have Class II or above digital certificate with both signing and encryption from the authorized digital signature Issuance Company. Please refer online portal i.e. - <https://etenders.gov.in/eprocure/app> for more details.
- e) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or above Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify /nCode / eMudhra etc.), with their profile.
- f) Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.
- g) The Bidder intending to participate in the bid is required to register in the e-tender's portal using his/her Login ID and attach his/her valid Digital Signature Certificate (DSC) to his/her unique Login ID. He/ She have to submit the relevant information as asked for about the firm/contractor. The bidders, who submit their bids for this tender after digitally signing using their Digital Signature Certificate (DSC), accept that they have clearly understood and agreed the terms and conditions including all the Forms/Annexure of this tender.
- h) Only those bidders having a valid and active registration, on the date of bid submission, shall submit bids online on the e-procurement portal.
- i) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- j) Ineligible bidder or bidders who do not possess valid & active registration, on the date of bid submission, are strictly advised to refrain themselves from participating in this tender.

9.2 Searching for Tender Documents

- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Form of Contract, Location, Date, Value etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization
- b) Once the bidders have selected the tenders they are interested in; they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS/ e-mail in case there is any corrigendum issued to the tender document.

- c) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

9.3 Preparation of Bids

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
 - b) Please go through the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
 - c) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR /DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
 - d) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or ‘Other Important Documents’ area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.
 - e) Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.
9. More information useful for submitting online bids on the CPP Portal may be obtained at <https://etenders.gov.in/eprocure/app>
10. Tenderer are required to upload the digitally signed file of scanned documents. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. Uploading application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.
11. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The 24x7 Help Desk details are as below:-

For any technical related queries please call at 24 x 7 Help Desk Number:0120-4001 062, 0120-4001 002, 0120-4001 005, 0120-6277 787

Note:- International Bidders are requested to prefix +91 as country code

Email Support: For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority

Technical - support-eproc@nic.in, Policy Related - cppp-doe@nic.in

12. Bidders are requested to kindly mention the URL of the portal and Tender ID in the subject while emailing any issue along with the contact details.
13. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. Address for communication and place of opening of bids:

Deputy General Manager (Proc.),
HLL BIOTECH LIMITED,
Integrated vaccine complex,
Survey no 192& 195,
Meleripakkam village,
Chengalpattu PIN:603003
E-mail: procurement@hllbiotech.com
Mobile: 9710005171

14. The bids shall be opened online at the **Office of the Deputy General Manager (Proc.), HLL Biotech Limited** in the presence of the Bidders/their authorized representatives who wish to attend at the above address. If the tender opening date happens to be on a holiday or non-working day due to any other valid reason, the tender opening process will be done on the next working day at same time and place.
15. More details can be had from the **Office of the Deputy General Manager (Proc.), HLL Biotech Limited** during working hours. The Tender Inviting Authority shall not be responsible for any failure, malfunction or breakdown of the electronic system while downloading or uploading the documents by the Bidder during the e-procurement process.
16. A firm/bidder shall submit only one bid in the same bidding process. A Bidder (either as a firm or as an individual or as a partner of a firm) who submits or participates in more than one bid will cause all the proposals in which the Bidder has participated to be disqualified.
17. Joint ventures or Consortiums of two or more registered contractors are not permitted.
18. Online Tender Process:

The tender process shall consist of the following stages:

- i. Downloading of tender document: Tender document will be available for free download on Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>). However,

tender document fees shall be payable at the time of bid submission as stipulated in this tender document.

- ii. Publishing of Corrigendum: All corrigenda shall be published on Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>)
- iii. Bid submission: Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on Government e-procurement portal. No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.
- v. Opening of Technical Bid and Bidder short-listing: The technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.
- vi. Opening of Financial Bids: Bids of the qualified bidders shall only be considered for opening and evaluation of the financial bid on the date and time mentioned in critical date's section.

19. Tender Document Fees:

Tender fee (Non-refundable) as per the tender conditions shall be paid separately, thru **RTGS/NEFT (Only)** transfer in the following HBL A/c details:

Name of Bank: State Bank of India
A/c number: 35930291945
IFSC Code: SBIN0007993
Branch name: Velachery, Chennai.

MSME units interested in availing exemption from payment of Tender Fee should submit a valid copy of their Udyog Aadhaar registration certificate as mentioned in the NIT. But the Party has to provide Security deposit if Tender is awarded to them. Security deposit will be 5 % of the order value.

Document of the above transactions completed successfully by the bidder, shall be uploaded at the locations separately while submitting the bids online.

Note: Any transaction charges levied while using any of the above modes of payment has to be borne by the bidder. The supplier/Supplier's bid will be evaluated only if payment is effective on the date and time of bid opening.

20. HBL does not bind themselves to accept the lowest or any bid or to give any reasons for their decisions which shall be final and binding on the bidders.
21. The HBL reserves to themselves the right of accepting the whole or any part of the tender and bidder shall be bound to perform the same at his quoted rates.
22. In case, it is found during the evaluation or at any time before signing of the contract or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the bidder or the applicant has made material misrepresentation or has given

any materially incorrect or false information, appropriate legal/penal etc., action shall be taken by HBL including black listing.

23. Conditional bids and bids not uploaded with appropriate/desired documents may be rejected outrightly and decision of HBL. In this regard shall be final and binding.
24. The agency shall be solely responsible for complying with the provisions of Provident Fund and ESI Acts etc., (in force and as amended from time to time) relating to manpower engaged to this contract. In the event of any liability on HBL due to failure of contract to comply the said Acts, the agency shall indemnify and reimburse the amount payable to HBL on this Account. However, it must be clearly understood that the agency/bidder will comply to all statutory obligation in force and amended from time to time and HBL will not be held responsible in any manner whatsoever for any non-compliance of statutory obligations.
25. The technical bids should be uploaded as per the requirements of NIT and should not contain ` information otherwise the bid will be rejected.
26. HBL reserves the right to club or split the items of works, change the qualifying criteria at their discretion and to reject or cancel the Invitation for bids without assigning any reason thereof.
27. HBL Ltd. reserves the right to verify the claims made by the bidders and to carry out the capability assessment of the bidders and the HLL BIOTECH LIMITED's decision shall be final in this regard.
28. Submission Process:
For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and Financial bid online on Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>) along with tender document fees and Bid Security Declaration Form.

Note: - It is necessary to click on “Freeze bid” link/ icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/ opening during bid opening process.

Deputy General Manager (Proc.), HBL

PART I

INSTRUCTIONS TO THE BIDDERS (ITB)

Instructions to bidder are broad guidelines to be followed while formulating the bid and its submission to the Purchaser. It also describes the methodology for opening and evaluation of bids and consequent award of contract.

1. DEFINITIONS

In this Contract, the following words and expressions shall have the meanings as stated below:

- a. **'Invitation for Bid'** shall mean and include the present document, and such other complements and agenda, which may subsequently be issued in this connection.
- b. **'Bidder/Tenderer'** shall mean the person, firm or Corporation submitting a bid against this invitation for bid and shall also include his agents and representatives.
- c. **'Purchaser/Owner'** shall mean HBL or its units/Divisions thereof.
- d. **'Engineer-In-Charge'**, shall mean the Engineer appointed by the purchaser/owner to supervise all activities of the project.
- e. **'Supplier/Contractor'**, shall mean the successful bidder whose tender has been accepted by the purchaser/owner and to whom the order is placed by the purchaser/owner and shall include his heirs, legal representatives, successors etc.
- f. **'Permanent Works'**, means and include all the work specified or set forth and required if any by the specification, drawings and other documents which form part of this contract or to be implied thereof or incidental thereof to be hereafter or required in such further explanatory instructions, drawings etc., as shall from time to time during the progress of the work be given by the HBL.
- g. **'Project'**, shall mean entire work specified in the contract documents inclusive of extra items/extra quantities (if any) executed during the contract period.
- h. **'Acceptance Letter'**, shall mean written consent by a letter of purchaser/owner to the bidder intimating him that his tender has been accepted.
- i. **'Contract'**, shall mean the articles of Contract Agreement, the conditions of contract, schedule of quantities, specifications, drawings attached and duly signed by the purchaser/owner and the Contractor.

- j. **'Date of Contract'**, shall mean the date on which the successful bidder has accepted the notification of award.
- k. **'Contract Period'**, shall mean the period (including rainy season) specified in the tender documents during which the contract shall be executed.
- l. **'Completion Certificate'**, shall mean the certificate issued by the purchaser/owner to the Contractor after successful completion of the project.
- m. **'Extra Items'**, are those items, which are not appearing in the Schedule of Items but required to be executed during the project period.

2. SCOPE OF THE BID

HLL Biotech Limited(HBL), a Government of India Enterprise, invites online bids from the eligible, competent and experienced Suppliers/Dealers/OEMs who are capable of executing the Specified work as per our tender conditions.

3. ELIGIBLE BIDDERS

3.1 A Bidder should have eligibility criteria as per 9.2-b of this section to submit bids against this tender.

3.2 A firm/bidder shall submit only one bid in the same bidding process. A Bidder (either as a firm or as an individual or as a partner of a firm) who submits or participates in more than one bid will cause all the proposals in which the Bidder has participated to be disqualified.

3.3 Joint ventures or Consortiums of two or more registered contactors are not permitted.

4. COST OF BIDDING

4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and "the Purchaser", will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

4.2 Tender documents may be downloaded free of cost from the Government e-procurement portal (URL: <https://etenders.gov.in/eprocure/app>). However, tender document fees, as mentioned in the NIT, is required to be submitted along with the online bid.

5. SITE VISIT

In case the bidder chooses not to visit the site, it shall be deemed that the bidder has fully acquainted itself with the site conditions, scope of work, and all associated risks. Any claims arising out of non-familiarity with the site conditions shall not be entertained, and the entire risk shall lie solely with the contractor.

6. Getting information from web portal

- 6.1. All prospective bidders are expected to see all information regarding submission of bid for the Work published in the e tender website during the period from the date of publication of NIT for the Work and up to the last date and time for submission of bid. Non observance of information published in the website shall not be entertained as a reason for any claim or dispute regarding a tender at any stage.
- 6.2. All bids shall be submitted online on the Government e-procurement portal only in the relevant envelope(s)/ cover(s), as per the type of tender. No manual submission of bids shall be entertained for the tenders published through Government e-procurement portal under any circumstances.
- 6.3. The Government e-procurement portal shall not allow submission of bids online after the stipulated date & time. The bidder is advised to submit the bids well before the stipulated date & time to avoid any kind of network issues, traffic congestion, etc. In this regard, the department shall not be responsible for any kind of such issues faced by bidder.

7. Bidding Documents

7.1. Content of Bidding Documents

7.1.1. The bidding documents shall consist of the following unless otherwise specified

- a. Notice Inviting Tender (NIT)
- b. Instructions to Bidders
- c. General and special Conditions of Contract
- d. Technical Specifications
- e. Form of Bid, Appendix to Bid
- f. Bill of Quantities
- g. Drawings if any

7.1.2. The Bidder is required to login to the e-procurement portal and download the listed documents from the website as mentioned in NIT. He shall save it in his system and undertake the necessary preparatory work off-line and upload the completed bid at his convenience before the closing date and time of submission.

7.1.3. The bidder is expected to examine carefully all instructions, Conditions of Contract, Contract Data, Forms, Terms, Technical Specifications, Bill of Quantities, Annexure and Drawings in the Bid Document. Failure to comply with the requirements of Bid Document shall be at the Bidder's own risk.

7.2 Clarification of Bidding Documents

- 7.2.1. A prospective bidder requiring any clarification of the bidding documents shall contact the office of the Tender Inviting Authority on any working day between 10 AM and 5 PM.
- 7.2.2. In case the clarification sought necessitates modification of the bid documents, being unavoidable, the Tender Inviting Authority may affect the required modification and publish them in the website through corrigendum.
- 7.3 Amendment to bidding documents
- 7.3.1. Before the deadline for submission of bids, the Tender Inviting Authority may modify the bidding document by issuing addenda.
- 7.3.2. Any addendum thus issued shall be a part of the bidding documents which will be published in the e-tender website. The Tender Inviting Authority will not be responsible for the prospective bidders not viewing the website in time.
- 7.3.3. If the addendum thus published does involves major changes in the scope of work, the Tender Inviting Authority may at his own discretion, extend the deadline for submission of bids for a suitable period to enable prospective bidders to take reasonable time for bid preparation taking into account the addendum published.

8 Preparation of Bids

8.1 Language of the Bid

8.1.1. All documents relating to the bid shall be in the English language.

8.2 Documents Comprising the Bid

8.2.1. The online bid submitted by the bidder shall comprise the following:

- i. The First Stage (Pre-Qualification or Technical Cover based on 2 cover tender system):

Pre-Qualification or Technical proposal shall contain the scanned copies of the following documents which every bidder has to upload:

1. Copy of Valid GST registration, EPF Registration Certificate, IT PAN Card as per Clause 1.3. SI No.1 of ITB
2. Work orders and the corresponding completion certificates in proof of experience as per Clause 1.3. SI No. 2 of ITB
3. Performance Declaration Form as per the item no. 1 of part IV is to be attached.
4. The Duly filled and Signed copy of financial statement as per Part IV to be attached
5. Acceptance Form as per Part IV of Forms and Declarations
6. Non- Black Listed Form Declaration as per the format in Part IV
7. Power of Attorney, in case an authorized representative has signed the tender
8. Completion period as per the format in Part IV
9. Requisition Form for e-Payment as per the format in Part IV
- 10.No Deviation Certificate as per the format in Part IV
- 11.Declaration of Make in India as per Part IV to be attached
12. Site Visit Certificate as Per Part IV to be attached

ii. The Second Stage (Financial Cover or as per tender cover system):

The Bidder shall complete the Price bid as per format given for download along with this tender.

Note: The blank price bid should be downloaded and saved on bidder's computer without changing file-name otherwise price bid will not get uploaded. The bidder should fill in the details in the same file and upload the same back to the website.

Fixed price: Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable/variable price quotation will be treated as non – responsive and rejected.

8.3. Bid Prices

8.3.1. The Bidder shall bid for the whole work as described in the Bill of Quantities.

8.3.2. For item rate tenders, the bidder shall fill in rates in figures and should not leave any cell blank. The line item total in words and the total amount shall be calculated by the system and shall be visible to the Bidder.

8.3.3. The rates quoted by the Bidder shall include cost of all materials and conveyance, labour charges; hire charges of plant and machinery, overheads and all incidental charges for execution of the contract. The rate quoted shall also include all statutory taxes as on the date of submission of the tender and such taxes shall be paid by the contractor.

8.3.4. GST or any other tax applicable shall be payable by the Contractor in respect of this contract and HBL will not entertain any claim whatsoever in respect of the same.

8.3.5. All taxes, royalty, Octroi and other levies payable by the contractor under the contract, or for any other cause as of the date 28 days prior to the deadline for submission of bids shall be included in the rates, prices and total of bid price. The bid prices shall also cater for any change in tax pattern during the tenure of work.

8.3.6. The rates and prices quoted by the bidder shall remain firm during the entire period of contract.

8.4. Currencies of Bid and Payment

8.4.1. The currency of bid and payment shall be quoted by the bidder entirely in Indian Rupees. All payments shall be made in Indian Rupees only.

8.5. Bid Validity

8.5.1. Bids shall remain valid for the period of **120** Days from the date of opening of the bid as specified in the NIT. A bid valid for a shorter period shall be rejected by HBL as non-responsive.

- 8.5.2. In exceptional circumstances, prior to expiry of the original bid validity period, the Tendering Authority may request the bidders to extend the period of validity for a specified additional period. The request and the responses thereto shall be made in writing or by e mail.

8.6. Bid Security (EMD)

- 8.6.1. The Bidder shall furnish, as part of his Bid, a Bid Security for an amount as detailed in the Notice Inviting Tender (NIT). For e-tenders, Bidders shall remit the Bid Security using the payment options given in e-tender under Government e-Procurement system only.
- 8.6.2 Each bid must be accompanied by EMD. Any Bid not accompanied by an acceptable Bid Security (EMD) shall be rejected as non-responsive.
- 8.6.3 MSME units interested in availing exemption from payment of Tender Fee & Bid Security should submit a valid copy of their Udyog Aadhaar registration certificate as mentioned in the NIT. But the Party has to provide Security deposit if Tender is awarded to them. Security deposit will be 5 % of the order value.

8.7. Bid submission fee

- 8.7.1. For e-tenders, the mode of remittance of Bid submission fee (Tender Fee). For e-tenders, Bidders shall remit the Tender fee using the payment options as mentioned in the e-tender in Government eProcurement portal only. MSME units interested in availing exemption from payment of Tender Fee should submit a valid copy of their Udyog Aadhaar registration certificate
- 8.7.2. Any bid not accompanied by the Tender Fee as notified, shall be rejected as nonresponsive.
- 8.7.3. Tender Fee remitted will not be refunded.

8.8 Alterations and additions

- 8.8.1. The bid shall contain no alterations or additions, except those to comply with instructions, or as necessary to correct errors made by the bidder, in which case such corrections shall be initialed by the person or persons signing the bid.
- 8.8.2. The bidder shall not attach any conditions of his own to the Bid. The Bid price must be based on the tender documents. Any bidder who fails to comply with this clause will be disqualified.

9. Submission of Bids

The Bidder shall submit their bid online only through the Government e-Procurement portal (URL: <https://etenders.gov.in/eprocure/app>) as per the procedure laid down for e-submission as detailed in the web site. For e tenders, the bidders shall download the tender documents including the Bill of Quantity (BoQ) file from the portal. The Bidder shall fill up the documents and submit the same

online using their Digital Signature Certificate. On successful submission of bids, a system generated receipt can be downloaded by the bidder for future reference. Copies of all certificates and documents shall be uploaded while submitting the tender online.

- 9.1 The tender is invited in **2 Envelope system** from the registered and eligible firms at CPP Portal.
- 9.2 Pre-qualification Criteria for bidders: Following 2 envelopes shall be submitted online at CPP-portal by the bidder.

a) Envelope - I

i) (Tender Fee):

Tender fee (Non-refundable) as per the tender conditions shall be paid separately, thru RTGS/NEFT only transfer only in the following HBL A/c details:

Name of Bank :	State Bank of India
A/c number :	35930291945
IFSC Code :	SBIN0007993
Branch name :	Velachery, Chennai.

Document of the above transactions completed successfully by the bidder, shall be uploaded separately while submitting the bids online.

Note: -SSI/MSME units interested in availing exemption from payment of Tender Fee should submit a valid copy of their registration certificate issued by the concerned DIC or NSIC/Udyog Aadhaar. If the bidder is a MSME, it shall declare in the bid document the Udyog Aadhar Memorandum Number issued to it under the MSMED Act, 2006. If a MSME bidder do not furnish the UAM Number along with bid documents, such MSME unit will not be eligible for the benefits available under Public Procurement Policy for MSEs Order 2012. But the Party has to provide Performance Security/Security Deposit if Tender is awarded to them.

ii) (Technical bid):

Technical Bid should contain signed and scanned soft copy documents in proof of experience and duly filled and signed copy of documents specified in Part IV.

Qualification Criteria for contractors / firms

The bidder should be fulfilling the following preconditions and must also upload/ submit documentary evidence in support of fulfillment of these conditions while submitting the bid.

SN	Eligibility Criteria
1	Bidder should have a valid Certificate of the following:
	a. GST Registration certificate
	b. IT PAN Card
	c. EPF Registration Certificate (if the firm has exemption, declaration of the same shall be submitted in their letter head)
	Note: Copy of valid certificates for the above shall be submitted in proof of the same
2	<p>The work shall be awarded to the responsive qualified bidder, who quotes the lowest amount for the tendered BoQs in total.</p> <p>The bidder shall have proven experience in the Supply, Installation, Testing, Commissioning & Validation of Lab Equipment in Pharma / biotech / cGMP facilities.</p> <p>The bidder must have successfully executed and commissioned at similar projects in India within the last five (5) years ending April 2026.</p> <p>Three similar completed works costing not less than 40% of the estimated cost; or Two similar completed works costing not less than 50% of the estimated cost; Or One similar completed work costing not less than 80% of the estimated cost</p> <p>The Duly filled and signed copy of the Performance Declaration Form as per the item no. 1 of part IV is to be attached.</p> <p>Copies of work orders and satisfactory work completion reports issued by the Client/Authority concerned shall be submitted in proof of the same.</p> <p>Note: For Govt. /Departmental works, Work orders and corresponding certificates issued by the Competent Authority (Exe. Engr., Supt. Engr., etc.) shall be submitted. Completion certificates for works issued by private parties shall be supported by TDS certificates.</p>
3	<p>Average annual financial turnover of the bidder during the last 3 years (2022-23, 2023-24 & 2024-25) shall be at least 50% of the estimated value of this tender.</p> <p>The Duly filled and Signed copy of the Financial Statement as per item No.2 Part IV is to be attached.</p> <p>Note: Enclose audited Balance sheets, Profit & Loss Statements, and IT return statements certified by a Chartered Accountant as proof of financial status.</p>
4	<p>Has the Contractor/Firm/Company ever been blacklisted by the Govt./or the registering authority. (Yes/ No)</p> <p>If NO, the duly signed declaration form as per item no-3 of part- IV is to be attached.</p>

SN	Eligibility Criteria
	Note: Bidder quoting should not have a record of poor performance such as abandoning work, not properly completing the contract, termination, financial failures/ weaknesses, etc., in the last one year prior to the date of tender opening. In any case if it is observed, it will be considered a reason for rejection. HBL has the full right to assess the performance of the work by the bidder and the decision shall be binding upon the bidder.
5	The bidder should submit the duly notarized Power of Attorney, issued by the competent authority in favour of the signatory of the bid in the stamp paper of appropriate value as per the Stamp Act. Note: Power of Attorney should be provided along with the list of Directors/Partners.
6	Duly signed acceptance form as per item no-4 of Part-IV to be attached
7	Duly signed Completion period declaration as per item no-5 of Part-IV to be attached
8	Duly filled requisition form for E-payment along with clear and visible scan copy of cancelled cheque as per item no-6 Part-IV to be attached
9	Duly filled declaration for make in India as per item no-7 of Part-IV to be attached
10	Duly filled Self Declaration - Compliance to rule 144 (XI) OF GFR 2017 as per item no-8 of Part-IV to be attached
11	Duly filled No Deviation Certificate as per item no-9 of Part- IV to be attached
12	The bidder shall submit the Site Visit Certificate issued by HBL as per item No. 10 of Part-IV of the tender document. Note: In case the bidder chooses not to visit the site, it shall be deemed that the bidder has fully acquainted itself with the site conditions, scope of work, and all associated risks. Any claims arising out of non-familiarity with the site conditions shall not be entertained, and the entire risk shall lie solely with the contractor.

c) Envelope – II (Financial Bid): The Financial e-Bid through CPP portal.

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the file, open it and complete the colored (Unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the file is found to be modified by the bidder, the bid will be rejected.

Note: -

1. HBL reserves the right to verify the credential submitted by the agency at any stage (before or after the award the work). If at any stage, any information / documents submitted by the applicant is found to be incorrect / false or have some discrepancy which disqualifies the firm then HBL shall take the following action:
 - a) The agency shall be liable for debarment from tendering in HLL Biotech Limited, apart from any other appropriate contractual /legal action.

2. On demand of the Tender Inviting Authority, this whole set of certificates and documents shall be send to the Tender Inviting Authority's office address (as given in the NIT) by registered post/Speed post of India Post in such a way that it shall be delivered to the Tender Inviting Authority before the deadline mentioned. The Tender Inviting Authority reserves the right to reject any bid, for which the above details are not received before the deadline.
3. The Tender Inviting Authority shall not be responsible for any failure, malfunction or breakdown of the electronic system while downloading or uploading the documents by the Bidder during the e-procurement process.

10. Deadline for Submission of the Bids

10.1 Bid shall be received only online on or before the date and time as notified in NIT. The Tender Inviting Authority, in exceptional circumstances and at its own discretion, may extend the last date for submission of bids, in which case all rights and obligations previously subject to the original date will then be subject to the new date of submission. The Bidder will not be able to submit his bid after expiry of the date and time of submission of bid (server time).

10.2 Modification, Resubmission and Withdrawal of Bids

10.2.1 Resubmission or modification of bid by the bidders for any number of times before the date and time of submission is allowed. Resubmission of bid shall require uploading of all documents including price bid afresh.

10.2.2 If the bidder fails to submit his modified bids within the pre-defined time of receipt, the system shall consider only the last bid submitted.

10.2.3 The Bidder can withdraw his/her bid before the date and time of receipt of the bid. The system shall not allow any withdrawal after the date and time of submission.

11. Bid Opening and Evaluation

11.1. Bid Opening

Bids shall be opened on the specified date & time, by the tender inviting authority or his authorized representative in the presence of bidders or their designated representatives who choose to attend.

11.1 Bid Opening Process

11.1.1. Opening of bids shall be carried out in the same order as it is occurring in invitation of bids or as in order of receipt of bids in the portal. The bidders & guest users can view the summary of opening of bids from any system. Bidders are not required to be present during the bid opening at the opening location if they so desire.

- a) Envelope -I: Envelope-I Opening date shall be mentioned in NIT Document. (Envelop – I shall contain scanned copy of Tender Fees and Bid Security Declaration Form scanned copy of Pre-qualification document. The intimation

regarding acceptance / rejection of their bids will be intimated to the contractors/firms through e-tendering portal.

If any clarification is needed from bidder about the deficiency in his uploaded documents in Envelope- I, he will be asked to provide it through CPP portal. The bidder shall upload the requisite clarification/documents within time specified by HLL BIOTECH LIMITED, failing which tender will be liable for rejection.

- b) Envelope -II: The financial bids of the contractors/firms found to be meeting the qualifying requirements shall be opened as per NIT Document. (Depending on evaluation of Envelop I, the date shall be intimated through CPP Portal)

11.1.2. In the event of the specified date of bid opening being declared a holiday for HBL, the bids will be opened at the same time on the next working day.

11.2. Confidentiality

11.2.1. Information relating to the examination, clarification, evaluation, and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award has been announced in favour of the successful bidder.

11.2.2. Any effort by a Bidder to influence the Purchaser during processing of bids, evaluation, bid comparison or award decisions shall be treated as Corrupt & Fraudulent Practices and may result in the rejection of the Bidders' bid.

11.3. Clarification of Bids

11.3.1. To assist in the examination, evaluation, and comparison of bids, the Tender Inviting Authority may ask the bidder for required clarification on the information submitted with the bid. The request for clarification and the response shall be in writing or by e-mail, but no change in the price or substance of the Bid shall be sought, offered, or permitted.

11.3.2. No Bidder shall contact the Tender Inviting Authority on any matter relating to the submitted bid from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Tender Inviting Authority, he shall do so in writing.

11.4. Examination of Bids, and Determination of Responsiveness

11.4.1. During the bid opening, the Tender Inviting Authority will determine for each Bid whether it meets the required eligibility as specified in the NIT; is accompanied by the required bid security declaration form, bid submission fee and the required documents and certificates.

11.4.2. A substantially responsive bid is one which conforms to all the terms, conditions, and requirements of the bidding documents, without material deviation or reservation.

A material deviation or reservation is one: -

- a. which affects in any substantial way the scope, quality, or performance of the Works;
- b. which limits in any substantial way, inconsistent with the bidding documents, the Purchaser's rights or the Bidder's obligations under the Contract; or
- c. whose rectification would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.

11.4.3. If a Bid is not substantially responsive, it may be rejected by the Tender Inviting Authority, and may not subsequently be made responsive by correction or withdrawal of the nonconforming material deviation or reservation.

11.4.4. Non submission of legible or required documents or evidences may render the bid non-responsive.

11.4.5. Bidder can witness the principal activities and view the documents/summary reports for that particular work by logging on to the portal with his DSC from anywhere.

11.4.6. Single tender shall not be opened in the first tender call.

11.5. Negotiation on Bids

11.5.1. The Tender Inviting Authority reserves the right to negotiate with the lowest evaluated responsive bidder.

12. Award of Contract

12.1. The work shall be awarded to the qualified responsive bidder, who quotes the lowest amount for the tendered BOQ in total and the contract will be awarded for the total number of sites or a part as per the discretion of the Purchaser.

12.2. In the eventuality of failure on the part of the lowest successful bidder to produce the original documents, or submit the security deposit, or acceptance of LOI/ Work order within the specified time limit, the Bidder shall be debarred in future from participating in Bids for three years and will be recommended for blacklisting by the competent authority. In such cases, the work shall be re-tendered.

12.3 The rates for the various items quoted by the Bidder shall be rounded to two decimal places. The decimal places in excess of two will be discarded during evaluation.

12.4 The Tender Inviting Authority reserves the right to accept or reject any Bid and to cancel the Bidding process and reject all Bids at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Tender Inviting Authority's action.

12.5. Notification of Award and Order Acceptance

- 12.5.1 The Bidder, whose Bid has been accepted, shall be notified of award by HBL prior to expiration of the Bid validity period by facsimile or e-mail confirmed by letter sent through post. This letter (hereinafter and in the Conditions of Contract called the "Letter of Acceptance") will state the sum that the Purchaser will pay the Bidder in consideration of the execution, completion and remedying defects, if any of the Works by the Contractor as prescribed by the Contract.
- 12.5.2. The notification of award will constitute the formation of the Contract, subject only to the furnishing of a Security Deposit within 7 (Seven) days of issue of letter of acceptance.
- 12.5.3. Upon the furnishing by the successful Bidder of the Security Deposit, the Agreement Authority will promptly notify the other Bidders that their Bids have been unsuccessful.
- 12.5.4. Solicitor's fee, if any, to be paid to the Law Officers of Government for scrutinizing or drawing up of agreements - will be paid and the same recovered from the successful bidder.

13. Corrupt or Fraudulent Practices

13.1 The purchaser requires that the bidders, suppliers and contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following are defined:

SN	Term	Meaning
(a)	Corrupt practice	The offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution.
(b)	Fraudulent practice	A misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract.
(c)	Collusive practice	Means a scheme or arrangement between two or more bidders, with or without the knowledge of the purchaser, designed to establish bid prices at artificial, non-competitive levels.
(d)	Coercive practice	Means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.

13.2 The Purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

13.3 HBL reserves the right to club or split the items of works, change the qualifying criteria at their discretion and to reject or cancel the Invitation for bids without assigning any reason thereof.

Part II

GENERAL CONDITIONS OF CONTRACT

1. PRICE

1.1 The price quoted should be inclusive of all material cost, loading and unloading charges, all applicable taxes and other levies, labour charges, insurance, Installation and commissioning charges etc.

Price quoted should be firm without any escalation till the order is completely executed.

1.2 Abnormally Low Bid, may not be acceptable:

An Abnormally low bid is one in which the bid price, in combination with other elements of the bid, appears so low that it raises material concerns as to the capacity of the bid to perform the contract at the offered price. In such case HBL is having the right to seek written clarifications from the bidder, including detailed price analyses of its bid price in relation to scope, schedule, resources mobilization, Allocation of risks and responsibilities, and any other requirements of the bid document. After analyzing, if bidder has substantially failed to demonstrate its capacity to deliver the contract at offered price, the procuring entity may reject the bid/proposal.

Further, payment to abnormally increased in quantity/extra item from the bidder will not be acceptable.

2. TAXES/DUTIES/LEVIES

The contractor shall be entirely responsible for all applicable taxes including GST, duties, license fees etc. incurred until successful completion of contract.

3. ESCALATION

The rates quoted by the Contractor in the contract documents shall be final and shall not be subjected to any change due to the increase in labour wages or inflation in the cost of materials or any other price variations due to any reason during the stipulated time period of the contract or during the extended time period of completion.

Rates quoted should be inclusive of all cost of materials, Tools/ Equipment labor charges, conveyance to site, handling charges, loading and unloading charges, hiring charges, clearing of debris, statutory payments etc.

4. COMPLETION TIME

Time is the essence of the contract. Delay in work/delivery/non delivery/incompletion of the Specified Item/work will cause loss and/or damage to Client/Purchaser.

Time of completion allowed is **45 Days** from the date of Letter of Intent/Work Order or Site Clearance (whichever is later).

5. PAYMENT TERMS

Payment shall be made in Indian Rupees subject to recoveries, if any, by way of liquidated damages or any other charges as per terms & conditions of contract in the following manner.

A). On delivery at site:

70 % of the contract price shall be paid on receipt of goods in good condition and upon the submission of the following documents:

- (i) Four copies of supplier's invoice showing contract number, goods description, quantity, unit price and total amount;
- (ii) Consignee Receipt Certificate as per Section XIX in original issued by the authorized representative of the consignee;
- (iii) Two copies of packing list identifying contents of each package;
- (iv) Dispatch Clearance from Purchaser or authorized agent
- (v) Inspection certificate issued by the nominated Inspection agency, if any.
- (vi) Third Party Testing Certificate (if any).
- (vii) Insurance Certificate as per GCC Clause 11
- (viii) Certificate of Country of origin.

B). On Successful Completion of IOQ and Submission of IOQ report by client/ purchaser

10% of the contract Value

C). On Successful Completion of Validation and Final Acceptance Certificate by Client/ Purchaser: Balance 20 % payment would be made against 'Final Acceptance Certificate' to be issued by the consignee/ purchaser subject to recoveries, if any, either on account of non-rectification of defects/deficiencies not attended by the Supplier or otherwise.

Tax Deduction: All statutory deductions like GST, Income Tax, Works Contract Tax, E.S.I., P.F. or any other government-imposed liabilities shall be borne by the Contractor (as applicable at the time of execution of job) and shall be deducted from each bill submitted by the Contractor.

Payment will be made against invoices certified jointly by Engineer-in-charge (HBL) and the Contractor's representative. For supply of capital items, duly certified delivery challan/supporting documents such as Warranty Certificates etc. shall be enclosed along with bill and shall be submitted to following Address:

HLL Biotech Limited

Integrated vaccine complex,
Survey no 192& 195,
Meleripakkam village,
Chengalpattu PIN:603003.

The payment will be disbursed by HBL in Chengalpattu only against the actual work executed at site. GST No. 33AACCH8828A1ZW.

6. PERFORMANCE SECURITY

6.1 On receipt of notification of award, simultaneously with the execution of the contract, successful bidder shall furnish a Performance Security in the form of a Demand Draft from a nationalized bank drawn in favor of HLL Biotech Limited, payable at Chengalpattu or a Bank Guarantee from a nationalized bank, for an amount equal to **5%** of the total contract value as Performance Security for his faithful execution of contract. The Performance Security should be valid until successful completion of the warranty period / Defect Liability Period

6.2 Within 7 days of the receipt of notification of award from the purchaser/owner; the successful Bidder shall furnish the Performance Security in the form of a Demand Draft or Bank Guarantee in the Performance Security form to be sent along with the Notification of Award.

6.3 Failure of the successful Bidder to accept the notification of award or submission of security deposit within the timeframe shall constitute sufficient grounds for the annulment of the award, in which even the purchaser/owner may make the award to the next lowest evaluated bidder or call for new bids.

6.4 Forfeiture of Security Deposit: If the successful bidder/Contractor fails to supply the ordered material at the rate finalized or execute the work and / or supplies only part quantity / partially execute the work or fails to comply with the terms and conditions of the purchase order / work order the security deposit furnished will be forfeited / Bank Guarantee encashed.

7. EARNEST MONEY

7.1 Each bid must be accompanied by Bid Security Declaration Form.

7.2 The Bid Security Declaration Form is required to protect the purchaser/owner against risk of Bidder's conduct

8. INDEMNIFICATION CLAUSE

The Bidder shall indemnify and hold harmless the Owner/Purchaser from and against the below mentioned:

- i. All claims, demands, action, proceedings, losses, damages, liabilities, cost, charges, expenses or obligations that are occasioned or may occasion to HBL as a result of our non-payment of any statutory dues levied/leviable on the Contractor or the Contractor committing breach of any the rules, regulations, orders, directives, instructions that may be issued by any authority under various Labor Laws, PF, ESI Acts and all other applicable Laws/Acts/Rules or any other Statue or Laws for the time being in force
- ii. Any damages, loss or expenses due to or resulting from any negligence or breach of duty on our part or on the part of Sub-Contractor/s, if any, servants or agents of the Bidder.
- iii. Claims, if any, of the employee or the Contractor and its Sub Contractor/s, under the Workmen's Compensation Act, 1923 and Employer's Liability Act 1938 or Various Labor Laws or any other Laws rules and regulations in force for the time being in India and any acts replacing and/or amending the same or any of the same as may be in force at the time

and under any law in respect of injuries to persons or property arising out of and in the course of the execution of the contract work and / or arising out of and in the course of employment of any workmen / employee.

- iv. Any non - compliance or improper compliance of statues, rules and regulations which are applicable to HBL and also to the Contractor and to the employees , in respect of (a) Employees' Provident Fund and Miscellaneous Provision Act, 1952, (b) Employees State Insurance Act, 1948, © Contract Labor (R&A) Act, 1970 (d) Minimum Wages Act, 1948 (e) Payment of Wages Act,1936 (f) Bonus Act, 1965 (g) Workmen's Compensation Act, 1923 and / or any other laws which may become applicable in respect of the Contract/ Agreement between HBL and the Bidder.
- v. Any Act or omission by us or our Sub-contractor/s, if any, our /their servants or agents which may involve any loss, damages, liability, civil or criminal action.
- vi. To protect against all claims for damage caused due to non-obtaining of insurance policy during the project period.

9. FORCE MAJEURE

- a. Neither the Contractor nor the Purchaser/Owner shall be considered in default in the performance of their obligations as per the Contract so long as such performance is prevented or delayed because of strikes, war, hostilities, revolution, civil commotion, epidemics, accidents, fire, cyclone, flood or because of any law and order proclamation, regulation or ordinance of Government or subdivision thereof or because of any act of God. The proof of existence of force majeure shall be provided by the party claiming it to the satisfaction of the other.
- b. The Contractor shall advise Purchaser/Owner initially by a Fax, followed by post, the beginning and end of any of the above causes of delay, failing which Purchaser/Owner shall not be liable to consider delays due to the above reasons. Notice as stated above should be given even in case where only the Contractor's bids are under the consideration of the Purchaser/Owner and no acceptance of the same has been given and detailed order issued.
- c. In the event of definite delay even if arising out of reasons due to force majeure, Purchaser/Owner shall have the right at their discretion to cancel the Order or part of the Order without any liability on their part to make any payment to the Contractor while reserving the right to claim refund of and any payment if advanced or paid to Contractor.

10. DELAY IN WORK EXECUTION DUE TO REASONS BEYOND CONTRACTOR'S CONTROL

- a. Force majeure: If the execution of work is delayed due to force majeure, then Purchaser/Owner as per the affected period may extend the time period.
- b. In case work is delayed due to non-availability of stores supplied by Owner or any decision by Owner holding the progress of work, the contractor then upon any such happening causing delay shall immediately but not later than 10 days, give notice thereof in writing to the Owner, but nevertheless use constantly his best effort to prevent or make good delay. The Owner may in his discretion grant such extension of time as may appear reasonable to him and the same shall

be communicated to the contractor in writing and shall be final and binding on him and the contractor shall be bound to complete the work within such extended time.

11. LIQUIDATED DAMAGES FOR DELAYS

If the work is not completed and handed over to the Purchaser/Owner within the time stipulated in the Order, Purchaser/Owner may at their option, either (1) recover from the Contractor liquidated damages at the rate of 0.5 % of the total contract value for every week of delay, subject to a maximum of 5 % of the total contract value, or (2) at the risk and cost of the Contractor and without prejudice to the other remedies/rights as per the Contract, terminate the order wholly or partially and complete it themselves or reassign it to other contractors.

12. SCOPE OF SERVICES, SUPPLIES AND MATERIALS:

- i) The scope will include all services, supplies etc. for the satisfactory execution of the Contract except in so far as any of those are expressly excluded.

13. FORECLOSURE OF CONTRACT DUE TO ABANDONMENT OR REDUCTION IN SCOPE OF WORK

If at any time after acceptance of the tender, Engineer-in-charge shall decide to abandon or reduce the scope of the works for any reason whatsoever and hence not require the whole or any part of the works to be carried out, the Engineer-in-Charge shall give notice in writing to that effect to the contractor and the contractor shall act accordingly in the matter. The contractor shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the works in full but which he did not derive in consequence of the foreclosure of the whole or part of the works.

14. ACTION IN CASE WORK NOT DONE AS PER SPECIFICATIONS

All works under or in course of execution or executed in pursuance of the contract, shall at all times be open and accessible to the inspection and supervision of the Engineer-In-charge, his authorized subordinates in charge of the work and all the superior officers, officer of the Quality Assurance Unit of the HBL or any organization engaged by the HBL for Quality Assurance and of the Chief Technical Examiner's Office, and the contractor shall, at all times, during the usual working hours and at all other times at which reasonable notice of the visit of such officers has been given to the contractor, either himself be present to receive orders and instructions or have a responsible agent duly accredited in writing, present for that purpose. Orders given to the Contractor's agent shall be considered to have the same force as if they had been given to the contractor himself.

If it shall appear to the Engineer-in-charge or his authorized subordinates in charge of the work or to the Chief Engineer in charge of Quality Assurance or his subordinate officers or the officers of the organization engaged by the HBL for Quality Assurance or to the Chief Technical Examiner or his subordinate officers, that any work has been executed with unsound, imperfect, or unskillful workmanship, or with materials or articles provided by him for the execution of the work which are unsound or of a quality inferior to that contracted or otherwise not in accordance with the contract,

the contractor shall, on demand in writing which shall be made within twelve months (six months in the case of work costing Rs. 10 Lac and below except road work) of the completion of the work from the Engineer-in-Charge specifying the work, materials or articles complained of notwithstanding that the same may have been passed, certified and paid for forthwith rectify, or remove and reconstruct the work so specified in whole or in part, as the case may require or as the case may be, remove the materials or articles so specified and provide other proper and suitable materials or articles at his own charge and cost. In the event of the failing to do so within a period specified by the Engineer-in- Charge in his demand aforesaid, then the contractor shall be liable to pay compensation at the same rate as per **GCC 11** of the contract (for non-completion of the work in time) for this default.

In such case the Engineer-in-Charge may not accept the item of work at the rates applicable under the contract but may accept such items at reduced rates as the authority specified in Special Conditions of Contract may consider reasonable during the preparation of on account bills or final bill if the item is so acceptable without detriment to the safety and utility of the item and the structure or he may reject the work outright without any payment and/or get it and other connected and incidental items rectified, or removed and re-executed at the risk and cost of the contractor. Decision of the Engineer-in-Charge to be conveyed in writing in respect of the same will be final and binding on the contractor.

18. SPECIAL INSTRUCTIONS

- a. The bidder shall visit the site before quoting for the work and also take their own assessments before quoting of bids.
- b. The work should be carried out without causing any inconvenience to the public and shall ensure that no damages are caused to the existing site premises.
- c. During the execution of work, the contractor or authorized representative should be present at site.
- d. All Materials, Equipment's/ Tools required for the work should be arranged by the contractor and brought to site for the timely completion of the work.
- e. The materials used shall be as per specification and of good quality.
- f. The Contractor has to arrange necessary insurance coverage for the machine, workmen etc. deployed by him. He shall arrange all safety measures to protect his workmen and also the properties of HBL/Hospital. The work site safety of all employees, their ESI, PF etc. will have to be borne by the contractor.
- g. The Purchaser/Owner should be immediately informed for any discrepancy in specifications and instructions in the execution of job before actual execution of particular item having discrepancy.
- h. Any item found to be having been executed with poor workmanship then the Contractor shall have to rectify the work as specified by Purchaser/Owner. No extra charge will be admissible in

such case. If CONTRACTORS fail to do so, the Purchaser/Owner reserved the right to rectify the work through some other agency at the expenses of Contractor.

- i. The schedule of activities as submitted by the Contractor shall have to be strictly adhered to. Regular progress reports shall have to be submitted by the Contractor giving all details for monitoring of the schedule.
- j. The Contractor shall have to co-operate with the agencies executing other works in the same area.
- k. While executing the work, the Contractor shall ensure safety and security of the property of the Purchaser/Owner so as to avoid theft etc.
- l. The Quantity shown in the schedule is an approximate estimated quantity and subject to vary as per each site conditions. No rate revision will be entertained if the quantity increases/decreases due to the site condition while executing the work.
- m. During the execution of work, the contractor or authorized representative/s at least one person having technical qualification should be present at site.
- n. Final payment shall be paid only after clearing the site as per direction of Engineer-in-charge/ Officer in charge.
- o. Rates and amount Quoted by contractor shall be firm and fixed for entire contract period as well as extended period for completion of the works. No escalation shall be applicable on this contract.
- p. The contractor should post a senior experienced person for the execution of the work and also provide necessary supervisory staff for smooth execution of work.
- q. Temporary fences, shelters, watchman, danger signals and such other precautions, necessary to protect the public and properties of public as included in the rate quoted by the contractor.
- r. The contractor should submit all documents such as material test certificates, batch reports, guarantee card, Warranty card of Items/ Components supplied by him.
- s. The contractor should prepare all the completion drawings required for getting approval and sanction, and will be responsible for obtaining statutory clearance from the Government/ Electrical inspectorate/ appropriate bodies for commissioning the system as per prevailing rules.
- t. All the necessary field tests like cube test, workability test, etc. shall be carried out by the contractor on his expense from time to time and all the records should be maintained at site.
- u. Shop drawings, detailed working drawings should be prepared by the contractor and should obtain approval from the site in-charge before the commencement of work.

- v. The contractor shall responsible for vetting of structural drawings with competent authority before the commencement of work (if required).
- w. The quantity shown in this work order is only tentative and may increase or decrease to any extend as per the drawing and site condition.
- x. Handing Over of the Project: Contractor will hand over the project to Owner /Client after successful completion of each component of the project in all respect and complete satisfaction of Engineer-In-charge. The partial handing over of building components shall not be considered. Contractor shall also provide necessary Completion Certificate/NOC from all local Government/ Statuary Authorities including Fire, Forest, Electrical, Environment, Lift, DG Set, required before handing over the project to the client.
- y. The work will be commenced by the Contractor only after the approval of drawings from the concerned local authorities including fire fighting's department or any other department as per statutory requirement.
- z. No payment shall be provided /recommended against the supply of materials, if the supply & fixing is included in a single specification.
- aa. The Contractor shall be solely responsible to follow the general clauses of the contract including labour regulations, registration of contractor, obtaining labour license from labour department, safety precautions, etc. and all other statutory provisions related to labour/works as per the prevailing General Clauses of Contract amended from time to time. The Contractor shall stick to the schedule of all activities and carry out it with mutually agreed time frame.
- bb. The contractor shall make his own arrangements for obtaining electric connection and water Connection/ arrangement (if required) and make necessary payments directly to the department concerned. No dispute in this regard shall be entertained.
- cc. The Project work will be carried out in the manner complying in all respects with the requirements of relevant bye laws of the local body under the jurisdiction of which the work is to be executed or as directed by the Engineer in-charge and nothing extra will be paid on this account.
- dd. The contractor shall comply with proper and legal orders and directions of the local or public authority or municipality and abide by their rule and regulations and pay all fees and charges which he may be liable.
- ee. The contractor shall give a performance test of the entire installation (s) as per standing specification before the work is finally accepted and nothing extra whatsoever shall be payable to the contractor for the test.
- ff. Samples of various materials required for testing shall be provided free of charges by the contractor. Testing charges, if any, unless otherwise provided shall be borne by the Contractor. All other expenditure required to be incurred for taking the samples, conveyance, packing etc. shall be borne by the contractor himself.

- gg. The work shall be carried out in accordance with the Architectural drawings and structural drawings, to be issued from time to time, by the Engineer-in-Charge.
- hh. Before commencement of any item of work the contractor shall correlate all there levant architectural and structural drawings, nomenclature of items and specifications etc. issued for the work and satisfy himself that the information available there from is complete and unambiguous. The figure and written dimension of the drawings shall be superseding the measurement by scale. The discrepancy, if any, shall be brought to the notice of the Engineer-in-charge before execution of the work.
- ii. The contractor alone shall be responsible for any loss or damage occurring by the commencement of work on the basis of any erroneous and/ or incomplete information and no claim whatsoever shall be entertained on this account.
- jj. The Contractor shall render all help and assistance in documenting the total sequence of this project by way of photography, slides, audio-video recording etc. nothing extra shall be payable to the agency on this account.
- kk. No payment will be made to the contractor for damage caused by rains, or other natural calamities during the execution of the works and no such claim on this account will be entertained.
- ll. The contractor shall bear all incidental charges for cartage, storage and safe custody of materials issued by HBL
- mm. Any expenditure incurred on preliminary site work, e.g. temporary access roads, temporary labour huts, staff quarters and site office; storage accommodation and water storage tanks.
- nn. Contractor should ensure the cash flow before quoting the tender. It is not possible to stop the works due to delay in part payment/ payment of any other project from the Client / HBL.

15. ENTIRETY OF THE AGREEMENT

All of the terms agreed to between the Supplier/Contractor and Purchaser/owner will be included in the Purchase/work Order/Contract and no their communication, proposal or understanding, written, oral or implied, will be considered to be included in the Purchase/work Order/Contract or form part of the Contract between the Supplier/Contractor and Purchaser/owner unless specifically agreed to in that behalf in writing between Supplier/Contractor and Purchaser/owner.

16. CORRESPONDENCE

All correspondence relating to this Order including Invoice shall be in English,
to:

Deputy General Manager (Proc.),
HLL Biotech Limited,
Integrated vaccine complex,
Survey no 192& 195,
Meleripakkam village,
Chengalpattu PIN:603003
E-mail: procurement@hllbiotech.com

17. SETTLEMENT OF DISPUTES

Arbitration shall not be a means of settlement of any dispute or claim arising out of the contract relating to the work. Any disputes or difference arising between the parties with respect to the performance of any part of this agreement or anything connected therewith, etc shall as far as possible be mutually settled by the process of dialog and negotiation.

The Courts at Madras alone shall have jurisdiction in respect of settlement of any matter arising out or in connection with the contract.

18. SITE VISIT & BID INCLUSIVENESS:

All prospective bidders shall visit the site and attend the pre-bid meeting to physically assess the quantum of work and site-specific requirements. In case the bidder chooses not to visit the site, it shall be deemed that the bidder has fully acquainted itself with the site condition, scope of work and all associated risks. Any claims arising out of any non-familiarity with the site condition shall not be entertained and entire risk shall lie solly with the contractor. The submitted bid must fully include all costs necessary for complete system refurbishment and revalidating, with no separate claims entertained thereafter.

19. WARRANTY:

The Contractor shall provide a minimum 12-month warranty from the date of completion against defects in material and workmanship.

20. SAFETY & COMPLIANCE:

The Contractor shall adhere to all applicable safety regulations and the Client's site safety policy.

PART - III

SCOPE OF WORK

The scope of work should be the Supply, Installation, Commissioning and Validation of Roller Culture Handling Apparatus (2 Nos) as mentioned in the Schedule of Requirements and complying with the enclosed Technical Specification. Supplier may quote for the items against the technical specification, along with additional features.

The Installation, Commissioning and Validation to be done by the supplier at “Integrated Vaccines complex, Chengalpattu”

PART-IV

FORMS AND DECLARATION

1. PERFORMANCE DECLARATION FORM
(In company letterhead with sign & seal)

Details of all works of similar class completed during the last three years ending last day of the
Month of April 2026

SN	Name of work with brief description	Work order number with date	Work order amount (Excl. GST)	Gross amount of work completed (Excl. GST)	Actual Date of completion
1					
2					
3					

Note: Copies of Work orders and Completion certificates issued by the Client/Authority concerned shall be submitted as proof of the same. Completion certificates for works issued by private parties shall be supported by TDS certificates.

Signature and seal of the bidder

2. **FINANCIAL STATEMENT**

Name & Address of bidder:

Financial Year	Annual Turnover (In Rs.)
Total annual turnover for the 3 financial years	
Average annual turnover for the 3 financial years	

Note: Enclose audited balance sheets, profit & loss statement and IT return for the above period duly certified by a Chartered Accountant as proof.

We hereby declare that the above Turnover figures are based on the audited financial statements of the firm.

**Signature and Stamp of the
Chartered Accountant
UDIN:**

**Signature and stamp of the
bidder**

3. **SELF-DECLARATION NON-BLACK LISTED**

(In company letterhead with sign & seal)

To,

Deputy General Manager (Proc.),

HLL Biotech Limited,

Integrated vaccine complex,

Survey no 192& 195,

Meleripakkam village,

Chengalpattu PIN:603003

E-mail: procurement@hllbiotech.com

I/we hereby confirm that we have quoted for all Schedules in the Price Bid as mentioned in the Tender document.

I/we hereby confirm that I/we have ***NOT BEEN BLACKLISTED*** by any Central/State Government Departments or Central/State PSU's or local bodies or other Govt. authorities.

I/we have not any record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.

If, at any stage, it is found to be incorrect, I / we understand that we will be disqualified from the tender.

SIGNATURE OF THE BIDDER WITH SEAL

4. ACCEPTANCE FORM
(In company letterhead with sign & seal)

From

To

Deputy General Manager (Proc.),
HLL Biotech Limited,
Integrated vaccine complex,
Survey no 192& 195,
Meleripakkam village,
Chengalpattu PIN:603003
E-mail: procurement@hllbiotech.com

Name of Work:

Dear Sir,

I / We, hereby offer to design / fabricate / supply/install/testing/validate/commission as detailed in schedule hereto or such portion thereof as you may specify in the acceptance of Bid at the price given in the price bid and agree to hold this offer open for **120 days** from the date of bid opening prescribed by the Purchaser. I/We have understood the terms and conditions mentioned in the invitation for bid and Conditions of Contract furnished by you and have thoroughly examined the specifications quoted in the bid document hereto and are fully aware of the nature of the scope of work required and my/our offer is to comply strictly in accordance with the requirement and the terms and conditions mentioned above.

We are hereby attesting all the pages of the tender document & submitting the same in proof of our acceptance of the terms of the tender.

Yours faithfully,

SIGNATURE OF THE BIDDER WITH SEAL

5. COMPLETION PERIOD

(In company letterhead with sign & seal)

_____ (Name of the Work) as
per schedule of items provided by HBL Engineer-in-charge shall be completed within a period of **45**
Days from the date of Letter of Intent/Work Order or Site Clearance (whichever is later), irrespective
to the no. of sites awarded.

SIGNATURE OF THE BIDDER WITH SEAL

6. REQUISITION FORM FOR E-PAYMENT

Certified that I am having a Savings / Current Account in <Name of Bank> -----
----- at <Name of Branch>----- with
<IFSC Code> _____

The Account Number is: _____

I wish to receive all payments in this account through NEFT and RTGS systems, as the case may be,
for all payments relating to this work.

Name of Bidder

Place: _____

Date: _____

(Attach Scanned copy of Cancelled cheque of above bank)

7. DECLARATION FOR MAKE IN INDIA

(In company letterhead with sign & seal)

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017, as amended from time to time and as applicable on the date of submission of tender, we hereby certify that we M/s_____ (supplier name) are local supplier meeting the requirement of minimum Local content (20% / 50%) as defined in above orders for the material against Tender No_____ Details of location at which local value addition will be made is as follows: -----
----- We also understand, false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rule for which for which a bidder or its successors can be debarred for up two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

SIGNATURE OF THE BIDDER WITH SEAL

8. SELF DECLARATION – COMPLIANCE TO RULE 144 (XI) OF GFR 2017

(In company letterhead with sign & seal)

We,

.....
.....
.....

(Include name and address of the bidder)

Hereby declare that we are eligible to bid for the tender:

.....

(Include tender number and date)

As per the eligibility stipulated by Government Order no F.No.6/18/2019-PPD dated 23-July-2020 inclusive of the latest amendments regarding insertion of rule 144(Xi) in the General Financial Rules (GFR) 2017, issued by Ministry of Finance, Government of India.

We are aware that any bidder indenting to participate in this tender who is from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with Competent Authority as per the GO.

SIGNATURE OF THE BIDDER WITH SEAL

9. NO DEVIATION CERTIFICATE

(In the company letter with sign & seal)

To

Subject: No Deviation Certificate for _____ (Name of the Work)

Tender Ref. No:

Dear Sir,

With reference to above this is to confirm that as per Tender conditions we have visited site before submission of our Offer and noted the job content and site condition etc. We also confirm that we have not changed/modified the above tender document and in case of observance of the same at any stage it shall be treated as null and void.

We hereby also confirm that we have not taken any deviation from Tender Clause together with other reference as enumerated in the above referred Notice Inviting Tender and we hereby convey our unconditional acceptance to all terms & conditions as stipulated in the Tender Document.

In the event of observance of any deviation in any part of our offer at a later date whether implicit or explicit, the deviations shall stand null and void.

Yours faithfully,

Date:

(Signature, name and designation
of the Authorized signatory)

Name and seal of Bidder

Note:

In case of Association, the Associate Bidder shall also submit the Form

10. FORMAT OF SITE VISIT CERTIFICATE

Date:

SITE VISIT CERTIFICATE

This is to certify that, _____ having its office at has conducted a site visit at the project location:

The visit was carried out on in connection with the following e-tender:

- Name of Work:
- Tender ID:

This certificate is issued upon request of the bidder

SURESH.S

Deputy General Manager (Proc.)

HLL Biotech Limited

Part-V

TECHNICAL SPECIFICATION - ROLLER CULTURE APPARATUS

S.NO	PARAMETERS
1.0	Equipment/System/ Utility Description
	Roller culture apparatus/Modular/Power supply 240 VAC,50/60Hz,20 watts
2.0	Process / Operational Requirement
2.1	Purpose of the equipment
	Roller culture Apparatus is used for propagation of anchorage dependent cells in roller culture bottles.
2.2	Process Description
	<ol style="list-style-type: none">1. The roller culture apparatus should be compatible to hold and operate 850 cm² to 4250 cm² roller culture bottles2. The system should consist of drive unit mounted on top to provide easy access for maintenance and better air flow with battery backup.3. The roller culture apparatus should have built-in monitoring and alarms in case power failure, belt damage.4. The unit should continuously monitor both the rotational speed and the drive train (the motor and belts).5. Non-slip belt and pulleys for positive traction should be provided.6. The unit should continually display the set RPM and actual RPM during operation7. The unit should be settable to rotate in clockwise and anticlockwise direction as required.8. The unit should be equipped with antistatic lockable wheels with brakes
2.3	Type of material handled
	The roller culture apparatus should be compatible to hold and operate 850 cm ² to 4250 cm ² roller culture bottles
2.4	Desired outcome from the Equipment.
	<ol style="list-style-type: none">1. Be compatible with incubator/hot rooms operation and Ensure minimal vibration and noise to prevent disturbance of cell growth.2. Be suitable for installation in classified cleanroom areas (Class C).3. Constructed of non-reactive, corrosion-resistant, and cleanable materials.4. Designed to prevent contamination risks.5. Capable of validation (IOQ/PQ) under GMP guidelines.6. Comply with applicable regulatory standards (cGMP, EU GMP, etc.)7. Allow easy parameter setting and monitoring.
2.5	Expected Operational Hours per day/Shift.
	The equipment must operate continuously without manual intervention for 24 hours a day, 7 days a week, except for planned maintenance.

2.6	Operational Control Requirements.	
	Display type: Digital with touch screen type and RPM : 0.2 to 7 with speed accuracy of 0.1 RPM and Operating temperature is should 15 to 40°C	
2.7	Batch data display and record printing	
	NA	
3.0	Equipment Requirement	
3.1	Specification for the Material of Construction.	
	Body	Mild SS coated with epoxy
	Wheels	: High Grade rubber
	Key pad	: PVC
	Frame-modular construction	: Rust proof steel powder coated
	Roller	: Rubberized metal tube, chemical resistant rubber
3.2	Type of finish	
	All bolts and nuts should be with dome caps	
3.3	Integration of the equipment	
	Battery backup system.	
	1. it should run the full capacity of roller culture bottles at set rpm during power outage.	
	2. It should provide a minimum of 24 hours of auxiliary power.	
	Rotation Alarm System	
	a) It should monitor drive system.	
	b) Alarm sound if the speed falls out of the entered tolerance or if the unit detects a loss of rotation.	
	c) Alarm should be visual (flashing LEDs), & audible (loud buzzer),	
3.4	Functional Specific Requirements.	
	Type	: Modular
	Number of Bottle Positions	: 88
	Number of decks	: 11
	Distance between decks	: Vendor to specify
	Unit Height and Width:	: Height and Width shall not be more than 2 meters and 1.2 meters respectively
	Roller bottle size:	: 110 to 121 mm diameter and up to 550 mm in length (850 cm ² to 4250 cm ²)
	Motor type:	: Brushless DC motor
	Display type	: Digital with touch screen type
	Speed range	: 0.2-7 RPM

	Speed accuracy	:	0.1 RPM
	Operating Temperature	:	15 To 40°C
	Humidity	:	80% up to 31°C 50% at 40°C
	Control system	:	Microprocessor based
	Power supply	:	240 VAC, 50/60Hz, 20 watts or Vendor to specify
	Quantity	:	2 Nos
	Dimensions (WxDxH)	:	Vendor to specify
3.5	Required Utilities / Available Utilities.		
	NA		
3.6	Regulatory and GMP requirement		
	The equipment shall be designed to fully comply with Good Manufacturing Practice (GMP) standards, ensuring it meets all regulatory requirements for quality throughout its operational lifecycle.		
3.7	Safety Requirements.		
	Training on operation and maintenance of the equipment should be provided to the users.		
3.8	Sanitary Requirements.		
	Clean ability of roller apparatus should be possible with standard cleaning agents and disinfectants		
4.0	Documentation requirements		
	<p>Following documents, but not limited to these, should be supplied by the vendor as part of the supply package in hard copy as well as editable electronic file</p> <ol style="list-style-type: none"> 1. Operation and maintenance manuals. 2. Vendor should provide warranty for minimum two years from the date of supply. 3. Vendor should provide list of standard spare parts with ordering information. 4. Vendor should provide list of change parts (if applicable) with ordering information <p>IQ and OQ documents</p>		

ANNEXURE – II
BANK GUARANTEE FORM FOR PERFORMANCE SECURITY

To

HLL Biotech Limited,
Survey no: 19 2& 195,
Meleripakkam (post), Thirumani Village,
Chengalpattu - 603003

1. In consideration of HLL BIOTECH LIMITED (hereinafter called “HBL”) having agreed under the terms and conditions of order no..... Dated..... Made between (here in after called “the said contractor(s)”) for the Work (herein after called “the said agreement”) for compliance of his obligation in accordance with the terms and conditions in the said agreement.

We (indicate the name of the bank) (herein after referred to as “as bank) hereby undertake to pay to the HBL and amount not exceeding Rs..... (rupees..... Only) on demand by HBL.

2. We (indicate the name of the bank) do hereby undertake to pay the amount due and payable under this guarantee without any demure, merely on a demand from HBL stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (rupees..... only).

3. We undertake to pay to HBL any money so demanded notwithstanding any dispute or disputes raised by the contractor (s) in any suit or proceeding pending before any court or tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment made by us under this guarantee shall be valid discharge of our liability for payment to there-under and the contractor(s) shall have no claim against us making such payment.

4. We (indicate the name of bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of HBL under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till engineer-in-charge on behalf of HBL certified that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s) accordingly discharges this guarantee.

5. We..... (indicate the name of bank) further agree with HBL that HBL shall have the fullest liberty without our consent and without affecting any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of

performance by the said contractor(s) from time to time or to postpone for any of the powers exercisable by HBL against the said contractor(s) and to forebear or enforce any of the terms and conditions relating to the said agreement we shall not be relieved from our liability by reasons of any such variation or extension being granted to the said contractor(s) or for any forbearance act of omission on that part of the HBL or any indulgence by HBL to the said contract(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effected or so relieving us.

6. The guarantee will not be discharged due to the change in the constitution of the bank or the contractor(s).

7. We..... (indicate the name of bank) lastly undertake not to revoke this guarantee except with the previous consent of HBL in writing.

8. This guarantee shall be valid up to Unless extended on demand by HBL. Notwithstanding anything mentioned above our liability against this guarantee is restricted to Rs..... (rupees.....only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee, all our liabilities under the guarantee shall stand discharged.

Dated the Day of 20....

For
(indicate the name of bank)