

**NOTICE INVITING TENDER FOR PROVIDING TRAINING  
INFRASTRUCTURE, MASTER TRAINING AND  
MOBILIZATION/PLACEMENT PROVIDER**



**HLL INFRA TECH SERVICES LIMITED**

(A Fully owned Subsidiary of HLL Lifecare Limited, A Government of India Enterprise)

B-14 A, Sector - 62, Noida - 201307, Uttar Pradesh, India

Website: [www.hllhites.com](http://www.hllhites.com)

[bd@hllhites.com](mailto:bd@hllhites.com)

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## **Notice Inviting Tender (NIT)**

### **1. INTRODUCTION TO HITES**

HLL INFRA TECH SERVICES LIMITED (HITES), a fully owned subsidiary of HLL Lifecare Limited (A Government of India Enterprise) is focused on providing a plethora of services, primarily in the Health Sector. The company's works can be predominantly classified into the following areas:

- Infrastructure Development Consultancy
- Procurement Consultancy
- Facility Management Division
- Bio Medical Services

#### **1.1. INFRASTRUCTURE DEVELOPMENT CONSULTANCY**

The Infrastructure Development Division is concerned with the development of medical and allied infrastructure facilities. The Infrastructure Development Division has undertaken the Upgradation of various Medical Colleges all over India and is the in-house consultant for the setting up of the six AIIMS like Institutes.

#### **1.2. PROCUREMENT CONSULTANCY**

HITES provides Procurement and Consultancy Services to Government of India, State Governments and other institutions for procuring a range of health care and hospital products, equipment and services. It is designated as the National Procurement Support Agency (NPSA). With a team of highly qualified and experienced professionals, it has proven expertise in undertaking consultancy assignments including bid process management, procurement of goods, as well as project planning and monitoring.

HITES has already handled/handling Procurement projects worth over Rs. 5500 Cr. HITES is considered to be the market leader in Medical Equipment Procurement in India. HITES is positioned to provide comprehensive services w. r. t. Design, Build, Procure, Install, Commission, Train and Maintain all services related to health sector.

#### **1.3. FACILITY MANAGEMENT DIVISION**

Apart from Construction, HITES also provides facility management services viz. Operation &

Maintenance of Building utilities, Housekeeping, Pest Control, Security, Horticulture and Manpower supply for Nursing orderlies, Registration, Data Entry etc, for various Central and State Government Hospitals and Government Institutions.

#### **1.4. BIOMEDICAL SERVICES**

**HITES** provides services in Testing & Calibration, Third Party Inspection, Specification Portal and Medical Equipment Maintenance, EMI/EMC Testing facility for medical equipment.

#### **2. PURPOSE AND OBJECTIVE OF NIT**

Notice Inviting Tender (NIT) Proposal is here by invited from prospective stake holders and/or service Providers engaged in providing various services to educational Institutions in the Country. Interested bidders are requested to visit websites [www.hllhites.com](http://www.hllhites.com) or <https://etenders.gov.in/eprocure/app> for bid documents, qualification criteria etc. Any amendment, update will be published in the above websites only. Information submitted will be reviewed for inherent and relative effectiveness with regards to HITES.

Bids from bidders who satisfy the Eligibility Criteria as per the NIT and as well as those who have not defaulted/ terminated in any of **HITES'** projects will be primarily considered for evaluation.

The Service Providers should have relevant certification/registration from Government authorities as per the rules applicable and have adequate assets, technologies, acumen and other resources to provide consultancy services for providing training infrastructure through HITES.

#### **3. SCOPE OF SERVICE UNDER NIT (INTENTIONTOPARTICIPATE)**

##### **3.1 LANGUAGE**

The NIT Proposal and all associated correspondence and documents shall be in the English language. Supporting documents and printed literature furnished by the prospective strategic partner with the NIT proposal should also be in English. Supporting materials, which are not in the English language, will not be considered.

### 3.2 SUBMISSION OF NIT PROPOSAL

#### SCHEDULE OF SUBMISSION EVENT OF NIT

Sr. No.	Description	Details
1	TENDER NO.	HITES/BD/NIT/2023-24/001
2	TENDER ID	2023_HITE_164701_1
3	Date of issue of NIT	17.08.2023, 01:00 hrs.
4	Last Date of submission of NIT	31.08.2023, 14:00 hrs.
5	Date of opening of NIT	01.09.2023, 15:00 hrs.
6	Proposals should be addressed to	The Chief Executive Officer, HLL Infra Tech Services Limited (HITES), B-14 A, Sector-62, NOIDA, 201307
7	Proposals should be submitted at (Through online mode only)	<a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>
8	Tender Processing fee	₹5,000/- (Rupees Five Thousand Only) Nonrefundable along with 18% GST = ₹5,900 /-
9	Tender Documents should be obtained	The detailed NIT document can be viewed or downloaded from website <a href="http://www.hllhites.com">www.hllhites.com</a> and <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>
10	E-mail id	<a href="mailto:bd@hllhites.com">bd@hllhites.com</a>
11	Contact Details	0120-4071500/537

### 3.3 RIGHT TO ACCEPT/REJECT ANY OR ALL APPLICATIONS

HITES reserves the right to accept or reject any bid and annul the bidding process or reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or without any obligation to inform the affected bidder or bidders about the grounds for HITES' action. HITES reserves the right to enter into agreement with as many bidders as it deems fit. Offers / Bids received after due date and time shall be summarily rejected. In case the date of opening happens to be a holiday, the NIT will be received and opened on the next day at same time. NIT can be downloaded from the websites [www.hllhites.com](http://www.hllhites.com) or <https://etenders.gov.in/eprocure/app> and submitted with fees as mentioned elsewhere in the document.

### 3.4 BIDDER CAN PARTICIPATE IN ANY SCHEDULE CRITERIA A, B AND C

## 4. ELIGIBILITY CRITERIA

### 4.1. Applicants should fulfill following Pre-Qualification criteria:

S. No.	Particulars	Documents
1	Registered under relevant laws of India and must have a head office in India.	Provide relevant document.
2	The firm should be in the business for at least 03 years as on date of Submission of Tender.	Certificate of Incorporation
3	The Bidder should have an average annual turnover of Rupees 2 Crore or above in each of the last 3 consecutive Financial Years. (FY 2019-20, 2020-21, 2021-22).	CA certificate with UDIN no., balance sheet and P&L
4	Must have positive Net worth in last three Financial Years (FY 2019-20, 2020-21, 2021-22).	CA certificate with UDIN no., balance sheet and P&L
5	The Bidder has to be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years (FY 2019-20, 2020-21, 2021-22).	CA certificate with UDIN no., balance sheet and P&L

### **Schedule A: Technical Criteria for Infrastructure Provider:**

1.

<b>S. No.</b>	<b>Particulars</b>	<b>Documents</b>
1	Must have Training Infrastructure at minimum 2 Locations in India.	Govt. proof of address/ copy of electricity bill.

2. The Training Infrastructure must be having Following Facilities.

<b>S. No.</b>	<b>Particulars</b>	<b>Documents</b>
1	Total minimum area of the premises should be minimum 3000 Sq. Ft.	Self-certificate.
2	Must be having 4 Classrooms and 4 Labs with seating capacity for 30 candidates in each room (area as per SSC Specification).	Specify the area with self-certificate.
3	Classrooms with proper technical facility (including high speed internet, display screen, speaker, mic etc.	Provide relevant documents.
4	Must be having laboratory setup for training in minimum 2 Job roles, Equipment should be available as per latest Sector skill council norms for the particular Job role.	Self-certificate.
5	Separate washroom for Male & Female	Self-certificate.
6	Reception and Counselling area	Self-certificate.

3. Geo Tagged Photographs of available infrastructure shall be provided with the Proposal

4. Should have at least 1 MOU/Contract, ongoing/completed in last 03 years with any PSUs /State Govt. /Central Ministries.

### **Schedule B. Technical Criteria for faculty Provider**

<b>S. No.</b>	<b>Particulars</b>	<b>Documents</b>
1	Should have at least 10 TOT Certified Trainers Certified by Sector Skill Councils ( <b>TOT = Training of trainers.</b> )	CV's along with certificates.

2	The organization should be having Trainers Certified in minimum 2 Job Roles in different Sectors (i.e. Apparel, Healthcare, Automotive, Tourism & Hospitality and Beauty & Wellness etc.)	Documentary proof issued by client.
3	Copy of The TOT Certificates to be submitted mandatorily with the Proposal.	Provide relevant document.
4	Should have at least 1 MOU/Contract, ongoing/completed in last 03 years with any PSUs /State Govt. /Central Ministries.	Work order and Satisfactory certificate.

### **Schedule C. Technical Criteria for Mobilization/Placement Provider**

<b>S. No.</b>	<b>Particulars</b>	<b>Documents</b>
1	Should have mobilized minimum 500 candidates and placed 250 trainees in last 3 years.	Placement register and documentary proof by client.
2	Should have at least 05 Mobilizers and 02 Placement Executives on its Payroll.	CV's of employees.
3	Should have MOU with minimum 5 companies for placement of at least 1000 Students	Copy of the LOIs should be mandatorily attached and satisfactory certificates.
4	Should have delivered similar services to minimum 1 PSUs/Govt. Agencies/Ministries.	Copies of work orders and satisfactory certificates.

### **5. Period of Service**

1. The period of service will be for 36 months (03 years).
2. No subletting of part or whole of the process/infrastructure/services shall be allowed.
3. The contract may be terminated by either party with three (03) months written notice with assigned reasons.



## **6. Scope of work**

HITES will be partner with service providers under various categories for delivery of educational programs and skill development program.

Scopes of Work for different Schedules are as follows:

### **Schedule A: Infrastructure Provider**

**6. A.1** Infrastructure Provider will provide Physical infrastructure for conducting training as per Eligibility Criteria mentioned in Schedule A

**6. A.2** The Infrastructure should be as per Sector Skill Council guidelines for conducting Skill Development Training.

### **Schedule B: Faculty Provider**

**6. B.1** Faculty provider will be providing TOT Certified trainers.

**6. B.2** The Certificates of the trainers should be valid for a minimum of six months from the date of submission of NIT

### **Schedule C: Mobilization/Placement Provider**

**6. C.1** Mobilization and Placement provider will be providing Mobilization and Placement services to the students trained by HITES.

**6. C.2** The Mobilized Candidates should not be enrolled in any other Govt. Skill Development Program

**6. C.3** The mobilized candidates should be school dropout

**6. C.4.** Only relevant and eligible candidates are mobilized for the purpose

**6. C.5** Mobilization Partner has to sign undertaking from Candidates as well as parents regarding joining Job after completion of training Program.

**6. C.6** Ensure social inclusion in driving mobilization & registration activities

**6.1 Price quote:**  
**Schedule - A**

<b>Sr. No</b>	<b>Particulars</b>	<b>Rate</b>	<b>Price</b>
<b>1</b>	<b>Infrastructure provider</b>	<b>INR/Day.</b>	

Inclusive of GST (as applicable).

**Schedule - B**

<b>Sr. No</b>	<b>Particulars</b>	<b>Rate</b>	<b>Price</b>
<b>1</b>	<b>Faculty Provider</b>	<b>INR/Hour.</b>	

Inclusive of GST (as applicable).

**Schedule - C**

<b>Sr. No</b>	<b>Particulars</b>	<b>Rate</b>	<b>Price</b>
<b>1</b>	<b>Mobilization/Placement Provider</b>	<b>INR/Person.</b>	

Inclusive of GST (as applicable).

## 7. Documents to be submitted

1. Documents in respect to the Pre-Qualification Criteria.
2. Documents in reference to category wise Eligibility Criteria, Applicants should clearly mention the category in which they are submitting the bid i.e. Schedule – A, B, C or all three.
3. Should not have been blacklisted by any Govt. of India/PSU /PSE/ Govt. Organizations for breach of any applicable laws or violation of regulations or breach of agreement during the last 03 (three) years. Agency to submit an affidavit in this regard.
4. Submit self-attested copy of the Certificates of Incorporation and other certificates that are legally required for carrying out its business activities.
5. Copy of PAN Card.
6. Work Orders/Letters of reference from ongoing/completed contracts.
7. The agency shall mention past and ongoing court cases of agency along with current status in the affidavit\Instructions for agency to fill the application.

## 8. SUBMISSION OF TENDER PROPOSAL

The tender shall be submitted online with the name and no. of the NIT .A processing fee of Rs. 5,000/-+18% = Rs. 5,900/- payable online to the bank, as per tender document with the NIT. Cost of bid document for on-line bid for work is shown in the table above. Tender cost (non-refundable) will be submitted online in following HITES Bank Account:

S. No.	Particulars	Details
1	Name of Beneficiary	HITES FD BACKED OVERDRAFT ACCOUNT
2	Name of Bank	ICICI Bank
3	Bank Branch Name	Sector-62,NOIDA Branch
4	Branch Address	Stellar IT Park, C-25, Sector-62,NOIDA, Uttar Pradesh
5	Bank A/c No.	158005003923
6	IFSC Code	ICIC0001580
7	Branch Code	152
8	MICR	110229152

The proof of payment (Tender Cost) indicating UTR No. needs to be uploaded in technical bid folder. The bidder has to submit the proof of payment on date as specified in NIT. Proof of payment indicating UTR No. needs to be uploaded in technical bid folder. The bidder has to submit the proof of payment on date as specified in the NIT.

**There has to be two types of bids to be submitted in separate envelopes as per CPP portal:-**

a) Technical bid.

b) Financial bid.

**\*(To be submitted online only)\***

➤ Validity of tender will be 180 days.

Offers / Bids received after due date and time shall be summarily rejected. In case the date of opening happens to be a holiday, the tender will be received and opened on the next working day at the same time.

## **9. FAIRNESS AND GOOD FAITH**

The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measure to ensure the realization of the objectives of this contract.

The parties recognize that it is impractical in this Contract to provide for every contingency which may arise during the life of the Contract, and the Parties hereby agree that it is their intention that this Contract shall operate fairly as between them, and without detriment to the interest of either of them, and that, if during the term of this Contract either Party believes that this Contract is operating unfairly, the Parties will use their best efforts to agree on such action as may be necessary to remove the cause or causes of such unfairness, but no failure to agree on any action pursuant to this Clause shall give rise to a dispute subject to arbitration.

## **10. TERMINATION**

HITES is within its right to terminate the Strategic Partner at any time on giving notice of 60 days to the agency without assigning any reason whatsoever in conditions, where the agency commits a material breach of agreement or becomes insolvent.

### **a. DISPUTE RESOLUTION AND JURISDICTION**

If dispute or difference of any kind shall arise between the HITES and the Strategic Partner in connection with or relating to the contract, the parties shall make every effort

to resolve the same amicably by mutual consultants. If the parties fail to resolve their disputes of differences by such mutual consultation within 60 days of its occurrence or its intimation of occurrence whichever is later, then either the HITES or the Strategic Partner may give notice to the other party of its intention to commence arbitration, as hereinafter provided, the applicable arbitration procedure will be as per the Arbitration and Conciliation Act, 1996 of India. Such dispute or difference shall be referred to the sole arbitrator appointed by the CEO of HITES or his authorized representative. The award of the arbitrator shall be final and binding on the parties to the contract subject to the provision that the arbitrator shall give reasoned award. The venue of arbitration shall be Delhi/ New Delhi (India).

**b. DISCLAIMER**

The information contained in this NIT document or subsequently provided to prospective strategic partner whether verbally or in documentary form by or on behalf of HITES or any of their employee or advisors, is provided to the prospective strategic partner on the terms and conditions set out in this NIT document and any other terms and conditions subject to which such information is provided. This NIT document is not an agreement and is not an offer or invitation by the HITES Representatives to any other party.

The purpose of this NIT document is to provide prospective strategic partners with information to assist in the formulation of their NIT Proposal.

Each prospective strategic partner should conduct its own due diligence, investigations and analysis and should check the accuracy, reliability and completeness of the information in this NIT documenter information supplied to prospective strategic partner by HITES and obtain independent advice from appropriate sources. HITES or its Representatives make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy or completeness of the NIT document and any other information supplied by or on behalf of HITES or its Representatives or otherwise arising in any way from the selection process.

HITES may at its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this NIT document from time to time, through uploading it on the HITES website [www.hllhites.com](http://www.hllhites.com) or <https://etenders.gov.in/eprocure/app>

**c. SUB-CONTRACTING:**

The Successful bidder shall not sub-contractor transfer the contract to any other service provider.

**11. APPLICATIONCHECKLIST**

- i. Tender fees Rs. 5,000+18% GST = Rs 5,900/- towards cost of document (e-challan /receipt/transaction details, to be uploaded online) (RTGS/NEFT/IMPS etc. details).
- ii. Duly filled in application.
- iii. Documentary evidence in respect of the eligibility criteria.
- iv. Signed copy of this NIT as proof of acceptance of Terms and Conditions.
- v. Declaration that the applicants have not been barred/block-listed by any central/state government Department/Organization/PSUs.
- vi. All pages of the NIT must be serially numbered, properly bound.

**\*\*End of the document\*\***