

**INVITATION FOR  
EXPRESSION OF INTEREST**

**For Appointment of Project Consultant for execution Gamma Knife & Hybrid  
Operation Theatre (OR) on Turn-key basis for the Dept. of Neurosurgery at AIIMS,  
Bhubaneswar(Odisha).**



HLL INFRA TECH SERVICES LIMITED  
(A Fully owned Subsidiary of HLL Lifecare Limited)  
Government of India Enterprise  
**Procurement and Consultancy Division**  
B-14 A, Sector-62, Noida UP-201307  
Ph-0120-4071500  
Email: pcd@hllhites.com

## TABLE OF CONTENTS

<b>Description</b>	<b>Page no.</b>
Disclaimer	4
e-Tender notice	5
Mode of submission of EOI	7
Definitions	9
General conditions	10
Project description and scope of work	12
PART I -Enquiry documents and Instruction to Applicants	14
PART II -Proforma Application Forms	19
PART III –Questionnaire	23
Form A –Organizational Information	25
Form B -Financial Information	28
Form C -Pending Litigations	29
Form D -Performance Record	30
Form E -Structure & Organization	31

---

## **EXPRESSION OF INTEREST**

**For Appointment of Project Consultant for execution Gamma Knife & Hybrid Operation Theatre (OR) on Turn-key basis for the Dept. of Neurosurgery at AIIMS, Bhubaneswar(Odisha).**

HLL INFRA TECH SERVICES LIMITED (HITES) a fully owned subsidiary of HLL Lifecare Limited, a Government of India Enterprise invites Expression of Interest (EOI) from reputed Consultant/companies for execution Gamma Knife & Hybrid Operation Theatre (OR) on Turn-key basis for the Dept. of Neurosurgery at AIIMS, Bhubaneswar(Odisha).

While the EOI responses may contain indicative commercially relevant information, it will not be construed to be a commercial bid. Bidder/ Consultants are advised to carefully review and submit all relevant information with their EOI bids. After appropriate scrutiny, selected EOI Bidder/ Consultants will be issued with the Request for Proposal (RFP) as applicable.

**The deadline for submission of the Online EOI bids is 16.08.2021 at 2.00 PM.**

**CEO (HITES)  
HLL INFRA TECH SERVICES LIMITED  
Procurement and Consultant Division  
B-14 A Sector-62 Noida UP**

## **DISCLAIMER**

HLL INFRA TECH SERVICES LIMITED has prepared this document to give interested parties background information on the Project. While HITES have taken due care in the preparation of the information contained herein and believe it to be accurate neither HLL INFRA TECH SERVICES LIMITED, nor any of its authorities or agencies nor any of their respective officers, employees, agents or advisors give any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and they do not rely on the information in submitting an EOI. The information is provided on the basis that it is not binding on HLL INFRA TECH SERVICES LIMITED, any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

HITES reserves the right not to proceed with the EOI activity or to change the configuration of it, to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the EOI further with any party expressing interest.

No reimbursement of cost of any type will be paid to persons or entities expressing interest.

## e-TENDER Notice

### **Appointment of consultant for Execution of Gamma Knife & Hybrid Operation Theatre (OR) on Turn-key basis for the Dept. of Neurosurgery at AIIMS, Bhubaneswar(Odisha).**

Applications are invited from Competent and Capable Firm / Individual meeting all the requirements are requested to forward their Expression of Interest (EOI) along with the requisite information and documents mentioned in the EOI . Full details and format for submission of application are available at and can be downloaded from our website: [www. hllhites.com](http://www.hllhites.com) or [www.etenders.gov.in/eprocure/app](http://www.etenders.gov.in/eprocure/app) Those who fulfill the eligibility criteria as per Schedule I of the document only need to apply. Duly completed applications in the prescribed format with required documents shall be submitted on or before **16.08.2021 at 2.00 PM.**

Eligible firms of repute/individual, having experience in Execution of Gamma Knife & Hybrid Operation Theatre (OR) on Turn-key basis to submit their "Expression of Interest" (EOI) as per the prescribed format and supporting documents in CPP portal, i.e., [www.etenders.gov.in/eprocure/app](http://www.etenders.gov.in/eprocure/app).

Sch. No.	Tender ID	Work Description	Department	Quantity
1	2021_HLL_83198	Execution of Gamma Knife & Hybrid Operation Theatre (OR) on Turn-key basis	Neurosurgery	1

<b>EVENT</b>	<b>DATE</b>
<b>Closing date &amp; time for submission of completed EOI document (Online Mode)</b>	<b>16.08.2021 at 2.00 PM</b>
<b>Date &amp; Time of opening of completed EOI document.</b>	<b>17.08.2021 at 3.00 PM</b>
<b>Venue for :- EOI Opening</b>	<b>HLL INFRA TECH SERVICES LIMITED B-14 A Sector-62 Noida UP</b>

1. Interested bidders are advised to download the complete EOI document from the websites [www.hllhites.com](http://www.hllhites.com) or [www.eprocure.gov.in/cppp](http://www.eprocure.gov.in/cppp) for complete details
2. Bidders shall ensure that their EOI(s), complete in all respects, are submitted online through CPPP website: <https://etenders.gov.in/eprocure/app> only.
3. The Bidder shall download the Bidding Document directly from the designated websites.
4. Bidders are advised to follow the instructions, for registering and online submission of their bid(s), as provided in the CPPP website and are requested to read them carefully before proceeding for bidding.
5. Bidders should be in possession of valid Digital Signature Certificate (DSC) of class III for online submission of bids. Prior to bidding, DSC need to be registered on the website mentioned above.
6. Tenderer may download the tender enquiry documents from the web site [www.hllhites.com](http://www.hllhites.com) or [www.eprocure.gov.in/cppp](http://www.eprocure.gov.in/cppp).
7. All the tender related documents to be scanned in .pdf format with lower resolution and 100% readability and submitted online.
8. Bidders shall ensure that their bids complete in all respects, are submitted online through CPPP e-portal (<https://etenders.gov.in/eprocure/app>) ONLY. No DEVIATION is acceptable.
9. Bidders may simulate bid submission at least one week in advance of the bid submission deadline. No clarifications/troubleshooting regarding any problems being faced during online bid submission shall be entertained in the last week of bid submission

**CEO (HITES)  
HLL Infra Tech Services  
Limited**

## **MODE OF SUBMISSION OF EXPRESSION OF INTEREST**

Interested parties qualifying the eligibility criteria may submit the EOI and supporting documents in CPP portal, i.e., [etenders.gov.in/eprocure/app](http://etenders.gov.in/eprocure/app).

Applications forms can be downloaded from [www.hllhites.com](http://www.hllhites.com) Or [www.etenders.gov.in/eprocure/app](http://www.etenders.gov.in/eprocure/app) and all the queries addressed to and completed application forms have to be submitted before the date and time of submission mentioned.

Parties shall ensure that their EOI is complete in all respect(all supporting documents duly signed and sealed), are to be submitted online through e-procurement portal ONLY (as described above). No DEVIATION is acceptable.

The applicants may also contact toll free no. of the Central Public Procurement Portal for obtaining guidance to submit the EOI online

In the event of any of the above mentioned date being declares holiday/close day for HITES the EOI shall be received/opened on the next working day at the scheduled time.

The applicants are requested to regularly check the website of HITES /[www.etenders.gov.in/eprocure/app](http://www.etenders.gov.in/eprocure/app) since any further amendments will be published only on above websites.

### **CEO (HITES)**

HLL INFRA TECH SERVICES LIMITED  
B-14A Sector-62 Noida UP-201307

<b>Basic particulars of the Bidders</b>	
Name and address of the Organization/consultant along with telephone & fax numbers	
Name, designation and address of the contact person concerned to answer any query pertaining to this EOI application along with contact number and e-mail id	



## **DEFINITIONS**

“Applicant” means Competent and Capable consultant/ reputed company having the required experience and who has downloaded the EOI document and applied for the same.

“Application” means the EOI submitted by an Applicant interested in partnering in the prescribed format.

“HITES” means HLL INFRA TECH SERVICES LIMITED having its corporate office at B-14 A Sector-62, Noida UP-201307.

“EOI” means Expression of Interest

## **General Conditions:**

- 1.1** Any Indian Individual, Sole Proprietorship Firm, Partnership Firm, Private Limited Company who intends to work with HLL Infra Tech Services Limited may apply for empanelment as consultant under the rules, provided the eligibility criteria and other conditions are met. The empanelled strategic partners have to abide by all the rules made herein and as amended from time to time during the tenure of their empanelment.
- 1.2** If two or more individuals form a partnership firm and if any of the partners is having required work experience to become eligible for empanelment in any category in which empanelment is sought, their case shall be considered for empanelment of the partnership firm subject to fulfillment of other laid down criteria.
- 1.3** The Applicants shall be evaluated on the basis of the Application and the supporting documents submitted by them. HITES shall not be under any obligation to seek any further information or clarifications
- 1.4** No individual, or a firm having such individual as one of the partners, who is a dismissed government servant; or removed from the approved list of contractors; or demoted to lower class; having business banned by any government department in the past; or convicted by a court of law shall be eligible for empanelment. However, cases where disciplinary action was taken against the consultant / organization for a specified period and such penalty period is already over, his case for empanelment can be considered.
- 1.5** No Engineer or any other official, employed in Engineering or Administrative duties in any Department of the Government of India is allowed to work in HLL Infra Tech Services Limited either as contractor/consultant or as employee of a contractor for a period of one year after his retirement from Government service unless he has obtained prior permission of Government of India to do so. Even after empanelment, if either the contractor or any of his employees is found to be a person who has not obtained the prior permission of Government of India as aforesaid, the name of the contractor shall be removed from the list of empanelled strategic partners.
- 1.6** A Consultant/partner of a firm or a Director of a company empanelled as Consultant/strategic partners cannot be a partner/director in any other empanelled firm/company in the same category
- 1.7** The empanelment of consultant with HLL INFRA TECH SERVICES LIMITED shall only entitle them to be considered for issue of tender documents subject to the condition laid down in respective Notice Inviting Tenders (NIT). HITES however reserves the right not to consider any

empanelled consultant for issue of tender documents for a particular work without assigning any reasons thereof & the empanelled consultant shall not have any right either to be necessarily issued the tender documents or for award of work.

- 1.8** All eligible Competent and Capable consultant wishing to be empanelled are to complete the application in prescribed format and submit it along with all the documents indicated in this EOI document to the empanelling authority before due date.
- 1.9** Incomplete applications and applications not accompanied with necessary documents are liable to be rejected.
- 1.10** The empanelment authority shall have the right to independently verify the details furnished by the applicant and to get works done by the applicant inspected and/or to get such other reports as may be considered necessary.

## **PROJECT DESCRIPTION AND SCOPE OF WORK**

The scope of work to be done by Project consultant/ Project Agency is defined as follows:

1. Designing the building and installation of equipment as per Atomic Energy Regulatory Board (AERB) guide-lines as a Turn-Key basis.
2. To Prepare the tender document as per relevant public procurement rules by the Govt of India.
3. To finalise specification in consultation with AllMS, Bhubaneswar user Department
4. To finalise the schedule from concept to commissioning in consultation and concurrence from AllMS, Bhubaneswar
5. To get AERB certification timely before & after completion of work and handover to AllMS, Bhubaneswar through HITES
6. To get verified the entire work through Project Monitoring Committee (PMC) to be formed by AllMS, Bhubaneswar at a suitable time.
7. To coordinate in such a way that there will not be any mismatch between completion of civil work and supply & installation of equipment.
8. To make proper design after site survey for getting required power source, HVAC, LV items if any. No erroneous design will be entertained which will drag the project towards delayed completion.
9. The HITES will ensure that the payment shall be released from time to time (As per the Work Break Schedule) to the vendor/s based on provisions in the NOA contract as per the recommendations of the PC/ PA. However, the PC/ PA will take clearance from the PMC before clearing the dues for smooth execution of 'the project'.

**Besides the above the PC/ PA will have the following responsibilities also.**

1. Project schedule development, verification, and monitoring & field verification of existing project conditions & management of material sampling and testing by recognized 3rd party quality Control Agency (QC/QA).
2. Project programming to ascertain the project scope of work & coordination with different agency for equipment planning & procurement by HITES/ HLL.
3. Review of schematic design including energy efficiency and review of design development any alteration if any. Project constructability analysis and constructability recommendations & review of bidding/construction/ contract documents.
4. Preparation of project bid packages & Bill of Quantities (BOQ).
5. Periodically visiting the construction site to confirm that the work is progressing according to the contract documents, including formal inspections prior to covering walls and ceiling and at the time of substantial completion. These construction site visits to also include quality assurance and control reviews and commissioning to ensure that "the institute" receives what is being procured under the terms of the project's contract(s).
6. The PC should ensure that commissioning of medical equipment as per technical specifications included in the project's contract documents.
7. Preparation of weekly and monthly project status reports including budget and schedule summaries and details. The PC should be well acquainted with monitoring the work schedule on a Project Monitoring Software (like Primavera P6 etc.). He /She needs to train himself & other regarding this software
8. Issuance of notices on project activities that may impact operations of the "the institute" and its facilities. Prepare and distribute all project correspondences.
9. Other professional services as may be necessary to address specific project needs.

**SHORTLISTING OF APPLICANTS FOR**

**Appointment of consultant for Execution of Gamma Knife & Hybrid Operation Theatre (OR) on Turn-key basis for the Dept. of Neurosurgery at AIIMS, Bhubaneswar(Odisha).**

**Part I –Enquiry Documents and Instruction to Applicants**

HLL INFRA TECH SERVICES LIMITED

(A Fully owned Subsidiary of HLL Lifecare Limited)  
Government of India Enterprise  
**Procurement and Consultancy Division**  
B-14 A, Sector-62, Noida UP-201307

## **Part I: Enquiry Documents and Instruction to Applicants**

### **1. INTRODUCTION**

- 1.1 HLL INFRA TECH SERVICES LIMITED, a fully owned subsidiary of HLL Life Care Limited (HLL) (a Government of India Enterprise under the Ministry of Health & Family Welfare (MoHFW), Government of India.)
- 1.2 HITES is specialized for infrastructure development and procurement of medical equipment and devices in healthcare sector. HITES provide services in design, engineering and execution of construction projects. HITES is also specialized in providing procurement and consultancy services to the Government of India, State Governments and other institutions for procuring a range of healthcare and hospital products, equipment and devices. It is designated as a National Procurement Support Agency (NPSA). With a team of highly qualified and experienced professionals it has proven expertise to undertake consultancy assignments including bid process management, procurement of goods, as well as project planning and monitoring.
- 1.3 Firming up the detailed requirement in consultation with HITES and AIIMS Bhubaneswar, keeping in view the budget.
- 1.4 Providing advice and inputs relating to the Design and Execution of the Project.
- 1.5 In conjunction with the HITES Project Team, oversee the fabrication, construction, Installation of Equipment, Testing and Commissioning of the Gamma Knife & Hybrid Operation Theatre (OR) project.

### **2 ELIGIBLE APPLICANTS AND ELIGIBILITY CRITERIA**

- 2.1 HITES invites applications from companies/ firms/ individuals (hereafter called applicants) for empanelment/ engagement for implementation of the above project. Individuals shall be working or retired below 70 years of age.
- 2.2 Consultant must have successfully completed or be working on at least 1 (one) similar project in the last 5 (Five) calendar years. Consultant shall furnish documentary evidence of the same.
- 2.3 The consultant shall enclose documents as per clause schedule-1 below along with the bid to show that he has previous experience in having successfully completed in the recent past works of similar nature together with the name of OWNER. It shall be the responsibility of the

Bidder/ Consultant to fill complete, correct and accurate information in line with the requirements/ stipulations of the EOI Document, regarding their past experience and other information required to facilitate due evaluation/ consideration of their bids. In case any essential information given by a Bidder/ Consultant is found to be incorrect or a misrepresentation, the bid is likely to be rejected as not responsive, and if the bid has resulted in a contract, the contract is liable to be terminated.

### **Schedule-I**

The applications shall contain the following documents:

- 1) Attested copy of the registration of the company along with list of registered office / branch offices / regional offices with complete addresses and contact details-if applicable
- 2) Attested copy of income tax registration / PAN/VAT Registration
- 3) Income Tax clearance for the last 3 years if any
- 4) Attested copy of GST registration Certificate if any
- 5) Name of the applicant's banker with complete address
- 6) CA attested/Audited Trading, Profit & Loss Account and Balance sheet for the last Three financial years excluding the current financial year if any.
- 7) Details of pending litigation etc.
- 8) Any other technical information the applicant wishes to furnish
- 9) Attested copy of Power of Attorney/authorization letter from company/firm in the name of the person signing the application if any.
- 10) Experience certificates for the works mentioned above.
- 11) Certificates of registration with Govt/Semi govt. Municipal authorities etc, if any.
- 12) Attested copy of list of technical personnel present with the organization if any
- 13) All the pages of NIT for EOI signed and sealed by the authorized signatory of the applicant
- 14) Declaration that the firm is not debarred / black listed / banned by any of the companies / government authorities

### **3. CORRUPT OR FRAUDULENT PRACTICES**

3.1 HITES requires that Applicants observe the highest standard of ethics during the selection and execution of this contract. In pursuance of this policy, HITES defines, for the purpose of these provisions, the terms set forth below as follows:

- i. "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the selection process or in partnership contract execution;



- ii. “fraudulent practice” means a misrepresentation of facts in order to influence the selection process or the execution of the partnership contract to the detriment of the Employer, and includes collusive practice among Applicants (prior to or after bid submission) to deprive the Employer of the benefits of free and open competition.
- (b) Will reject a proposal for award of work if it is determined that the Applicant shortlisted has engaged in corrupt or fraudulent practices in competing for the contract in question.
- (c) Will declare an applicant ineligible, either indefinitely or for a stated period of time, to be awarded a contract / contracts, if it at any time determines that the Applicant has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

#### **4. AMENDMENT OF PREQUALIFICATION DOCUMENT**

- 4.1 At any time prior to the deadline for submission of Applications, HITES either on its own or on request of the Applicant may amend the EOI Documents by issuing addenda.
- 4.2 An addendum issued under the sub-clause 4.1 above shall be part of the EOI Documents and will also be posted at the website of HITES/CPPP.
- 4.3 To give Applicants reasonable time to take an addendum into account in preparing their applications, HITES may, at its discretion, extend the deadline for the submission of EOI bid.

#### **5 VALIDITY OF APPLICATIONS**

Application shall be valid for a period of 180 days from the date of submission of applications. HITES retains the right that in exceptional circumstances at its own discretion, it may ask the applicants to extend the validity of their application for a specified period. The Applicant not submitting the letter of extension of the validity period at that time shall not be further considered.

HITES, however, reserves the right to restrict the list of qualified applicants to any number deemed suitable by it. Even though an applicant may satisfy the above requirements, he would be liable for disqualification if he has:

- A. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the pre-qualification document,

- B. Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/ weaknesses etc.
- C. If the applicant, or any constituent partner in case of partnership firm, has been debarred/black listed or terminated for poor performance by any organization at any time or ever been convicted by a court of law , their application will be summarily rejected.

All applicants who qualified based on evaluation criteria shall be empanelled and shall be considered technically qualified for carrying out Turnkey Work on Said Project.

#### **7 DISPUTE RESOLUTION:**

The parties shall use their best efforts to settle amicably all dispute arising out or of in connection with this contract or the interpretation thereof. Any Dispute arising which cannot be amicably settled between the parties shall be referred for adjudication/arbitration in accordance with Arbitration & Conciliation Act 1996. The Sole Arbitrator shall be appointed by CEO, HITES. The language of the arbitration proceedings shall be in English. Venue of the Arbitration shall be Delhi/NCR

#### **8 Jurisdiction and applicable law:**

All disputes arising shall be subject to the jurisdiction of the appropriate court at Delhi and will be governed by the laws of India.

#### **9. Confidentiality:**

Except as provided the company must not disclose, divulge or make public or shall personally use for his gain any of the materials, information, transactions dealings etc. which are confidential in nature, without the prior written consents of HITES.

## **SHORTLISTING OF APPLICANTS**

**FOR**

**For Appointment of Project Consultant for execution Gamma Knife & Hybrid Operation Theatre (OR) on Turn-key basis for the Dept. of Neurosurgery at AIIMS, Bhubaneswar(Odisha).**

### **Part II – PROFORMA APPLICATION FORMS**

HLL INFRA TECH SERVICES LIMITED  
(A Fully owned Subsidiary of HLL Lifecare Limited)  
Government of India Enterprise  
**Procurement and Consultancy Division**  
B-14 A, Sector-62, Noida UP-201307

**PROFORMA LETTER OF APPLICATION (on Firm's Letter Head)**

**CEO (HITES)  
HLL Infra tech Services Limited  
B-14 A, Sector 62, NOIDA, UP- 201307**

(Applicant to provide date and reference)

Dear Sir,

**APPLICATION FOR PRE-QUALIFICATION**

**Selection Of Consultant/ Firms For execution Gamma Knife & Hybrid Operation Theatre (OR) on Turn-key basis for the Dept. of Neurosurgery at AIIMS, Bhubaneswar(Odisha).**

We, the undersigned, apply to be pre-qualified for the referenced contract and declare the following:

- (a) We are duly authorized to represent and act on behalf of \_\_\_\_\_ (hereinafter the “Applicant”)
- (b) We certify that all statements made and information supplied in enclosed questionnaire Forms and Annexures are true and correct.
- (c) We certify that we have submitted all information and details necessary for this EOI document and have no further pertinent information to submit.
- (d) We have examined and have no reservations to the EOI Document including Addenda No(s)  
\_\_\_\_\_.
- (e) We, for any part of the contract resulting from this pre-qualification, do not have any conflict of interest
- (f) We are attaching with this letter, the copies of original documents defining: -
  - i) the Applicant’s legal status;
  - ii) its principal place of business; and
  - iii) its place of incorporation (if Applicants are corporations); or its place of registration (if Applicants are partnerships or individually owned firms).
- (g) We further declare that we have not engaged any agent or middleman for this short listing process or the tenders arising from it. We have not paid / will not be paying any commissions, gratuities or fees with respect to the EOI process.

- (h) HITES and/or its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this Application, and to seek clarification from our bankers and clients. This Letter of application will also serve as authorization for any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by HITES.
- (i) HITES and/or its authorized representatives may contact the following nodal persons for further information on any aspects of the Application:

Contact	Name	Telephone	E Mail
	Address		

- (j) This Application is made in the full understanding that:
- i) Applications by short-listed Applicants will be subject to verification of all information submitted for prequalification;
  - ii) HITES reserves the right to:
    - Reject or accept any or all Applications, cancel the prequalification process without any obligation to inform the Applicant about the grounds of same.
- (k) The undersigned declare that the statements made and the information provided in the duly completed Application are complete, true, and correct in every detail. We also understand that in the event of any information furnished by us being found later on to be incorrect or any material information having been suppressed, the following action can be taken:
- i. Our name shall not be considered in the short-listing process
  - ii. Any offer submitted by us on the basis of short-listing may not be considered.



## **SHORTLISTING OF APPLICANTS**

**FOR**  
**For Appointment of Project Consultant for execution Gamma Knife & Hybrid Operation Theatre (OR) on Turn-key basis for the Dept. of Neurosurgery at AIIMS, Bhubaneswar(Odisha).**

### **Part III – SELECTION QUESTIONNAIRE & ANNEXURES**

HLL INFRA TECH SERVICES LIMITED  
(A Fully owned Subsidiary of HLL Lifecare Limited)  
Government of India Enterprise  
**Procurement and Consultancy Division**  
B-14 A, Sector-62, Noida UP-201307

### Part III - SELECTION QUESTIONNAIRE

**Notes:**

1. Each page of the Questionnaire and contents of forms shall be signed by the Applicant.
2. This entire Questionnaire forms shall be completed in all respects.
3. Answers to the questions relating to the various forms shall be incorporated in the respective forms only.

4. In the box 

Y	N
---	---

 'Y' denotes Yes and 'N' denote No. Please tick-mark whichever is applicable.

5. The pages of the EOI Document submitted shall be numbered sequentially and the page number of each answer should be noted against the respective item below.

6. Any explanation or additional information to a question in a form shall be given on separate sheets, which are to be clearly referred to as being in response to the relevant question of a form and the reference of the same shall be indicated in the form also against the relevant question.



**ORGANIZATIONAL INFORMATION**

1.1 Project for which EOI is called:

**SELECTION OF CONSULTANT/FIRM**

1.2 State the structure of the Applicant's organization (Applicants to complete / delete as appropriate)

Individual company or Partnership  
firm Joint Venture

.....

1.3 Provide the following:

Name of Company or firm:

.....

Legal status: (e.g. incorporated private company, unincorporated business, etc.)

.....

.....

Registered address:

.....

Year of

Incorporation.....

.....

Principal place of business:

.....

Contact person:

.....

Contact person's title:

.....

Address, telephone, facsimile number and e-mail ID of contact person:

.....

.....

.....

.....

.....

1.4 | Date of incorporation of organization  
Names and titles of Directors or partners

a) Has the consultant company or firm

of the group ever failed to perform/ execute any work awarded or has been levied liquidated damage for delay in completion of work? If Yes, give explanation.

Y	N
---	---

b) Has the consultant/ firm or company have been debarred/ blacklisted by any Government Department / PSU. If Yes, give explanation.

Y	N
---	---

c) Has the consultant/firm ever been convicted by a court of law or is there any pending litigation? If Yes, give explanation

Y	N

d) Has the applicant ever been required to suspend any project/ service for a period of more than 6 months continuously after commencement? If Yes, give explanation.

Y	N

## LETTER OF TRANSMITTAL

From

To  
CEO (HITES)  
HLL Infra tech Services Limited  
B-14 A, Sector 62, NOIDA, UP- 201307

***Subject: Appointment of Project Consultant for execution Gamma Knife & Hybrid Operation Theatre (OR) on Turn-key basis for the Dept. of Neurosurgery at AIIMS, Bhubaneswar(Odisha). Sir,***

Having examined the details given in the Tender notice and Qualification documents for the above work, I/we hereby submit the qualification document and other relevant information.

1. I/We hereby certify that all the statements made and information supplied are true and correct.
2. I/We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.
3. I/We also authorize HLL INFRA TECH SERVICES LIMITED to approach individuals, employers, firms and corporation to verify out competence and general reputation

Enclosures.

Seal of applicant/company

**FINANCIAL INFORMATION**

I. Financial Analysis – Details to be furnished duly supported by figures in balance sheet/profit & loss account for the last Three years duly certified by the Chartered Accountant. (Copies to be attached).

Profit/Loss for the year	2017-18	2018-19	2019-20

II. Gross Annual turnover.

2017-18	2018-19	2019-20	Average Annual Turnover

III. The following certificates are enclosed:

1. PAN & GST copies

II. Banking reference: Include Banking Reference to demonstrate that you have access to, or have available, liquid assets, lines of credit and other financial means sufficient to meet the required cash flow, after meeting your commitments for other contracts and other liabilities.

Signature of Chartered Accountant with Seal

Signature of Applicant

**Pending Litigation**

Applicant's legal name .....

Date..... Page ..... of ..... pages

**Applicant must fill in this form**

Pending Litigation		
<p>No pending <input type="checkbox"/></p> <p>Pending Litigation in terms of arbitration, litigation etc. is indicated below <input type="checkbox"/></p>		
<i>Year</i>	Matter in Dispute	Value of Pending Claim in INR equivalent
	Matter in Dispute	
	Matter in Dispute	
	Matter in Dispute	

**PERFORMANCE RECORD IN THE LAST FIVE YEARS**

**State the number of years the Applicant has been undertaking work similar in scope and nature to the works for which EOI is sought. If the applicant has got experience in similar work, the proof for the same shall be provided.**

**DETAILS OF SIMILAR WORK DURING THE LAST FIVE YEARS ENDING LAST DAY OF THE MONTH OF March 2021**

Sl. No	Name of work/ and location	Owner or sponsor	Type of Activity **	Total Charges per annum	Date of Commencement as per contract and duration of the contract executed	Whether Performance report attached on behalf of Client	Litigation /arbitration pending /in progress with details*	Name and address /telephone number of officer to whom reference may be made	Remarks
1	2	3	4	5	6	7	8	9	10

We hereby certify that if at any time, information furnished by us is proved to be false or incorrect, we are liable for any action as deemed fit by the purchaser in addition to forfeiture of the earnest money.

**Signature and seal of the Tenderer**

**STRUCTURE & ORGANIZATION**

1. Name & Address of the applicant
2. Telephone No./Fax No.
3. Legal status of the applicant (attach copies of original document the legal status).
  - (a) A proprietary firm/Individual
  - (b) A firm in partnership
  - (c) A limited company or Corporation
4. Particulars of registration with various Government bodies (attach attested photocopy).

Organization/ Place of registration

Registration No.

- 1.
- 2.
- 3.

5. Names and Titles of Directors & Officers with designation to be concerned with this work.
6. Designation of individuals authorized to act for the organization.
7. Was the applicant ever required to suspend operation for a period of more than one month continuously after you commenced the operation? If so, give the name of the project and reasons of suspension of work.
8. Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.
9. Has the applicant or any constituent partner in case of partnership firm, even been debarred/black listed for tendering in any organization at any time? If so, give details.
10. Has the applicant or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.
11. Has the applicant any valid GST/VAT/Works Contract Tax registration with the Government Departments?
12. Any other information considered necessary but not included above.

Signature \_\_\_\_\_ of \_\_\_\_\_  
Applicant/Company