



KARNATAKA HEALTH PROMOTION TRUST (KHPT)
IT PARK, 5TH FLOOR, 1-4, RAJAJINAGAR INDUSTRIAL AREA,
BEHIND KSSIDC ADMIN OFFICE, RAJAJINAGAR,
BANGALORE 560044

BID DOCUMENT
(COMPLETE BIDDING DOCUMENT)

**REQUEST FOR PROPOSALS FOR SUPPLY OF
STAINLESS STEEL WATER BOTTLE AND FOLDING UMBRELLA**

Single Stage – Single Part Bid

RFP No. KHPT/IMPACT INDIA/2026-27/001

Important dates:

Date of RFP : 03-Jun-2026
Last Date for request for clarification : 14-Jun-2026
clarification
Last Date for submission of Bid : 23-Jun-2026 – 24:00 Hrs

Name of the Bidder : _____

Address : _____

Tel No. : _____

Email : _____

The bidder shall sign on the last page together with initials on every page. Initial/signature will indicate the acceptance of the bid terms and conditions by the bidder.

1. INTRODUCTION:

KHPT is a Registered non-profit organization which spearheads focused initiatives to improve the health and wellbeing of communities in India. In 2003, KHPT was founded with a mission to enhance the health and wellbeing of vulnerable communities and our journey started with the focus on reducing the prevalence of HIV in Karnataka, specifically among most at-risk populations. These interventions were evidence-driven, systematically planned, rigorously implemented, and monitored. We succeeded in scaling impact well beyond Karnataka and KHPT became a learning site for innovative approaches.

Impact India – Project Brief

KHPT is implementing the IMPACT India Project as a Prime Recipient with the funding support from the Global Fund. KHPT assumes a central role in strengthening the efforts of the Central TB Division (CTD) in the tuberculosis elimination efforts. The Integrated Measures for Prevention and Care in TB (IMPACT India) Project is designed to provide targeted, high-impact interventions across three strategic pillars:

- Community Engagement
- Technical Assistance (TA)
- Capacity Building

2. INSTRUCTION TO BIDDER

1. The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Document. Failure to furnish all information or authentic documentation required by the Bidding Document may result in rejection of the Bid.
2. Bid can be submitted by email to khpt.procurement@khpt.org by time as specified above. Bids received late will be rejected.
3. In case Bid opening date is declared a Holiday, bids shall be opened on next working day at the same time specified in RFP document.
4. The unit rates and the prices shall be quoted by the Bidder entirely in Indian Rupees unless otherwise specified in Bidding document. All payments shall be made in Indian Rupees only, unless otherwise specified in the Bidding document.
5. To establish their eligibility, Bidders shall complete the eligibility criteria specified /requested in the Bid document.
6. To establish the conformity of the Goods and Related Services to the Bidding Document, the Bidder shall furnish as part of its Bid, the documentary evidence (specifications, designs and drawings and others).
7. Any attempt by a Bidder to influence the Procuring Entity, in the examination, evaluation, comparison, and post qualification of the Bids or Contract award decisions may result in the rejection of its Bid, in addition to the legal action which may be taken by the Procuring Entity under the Act and the Rules.
8. Information relating to the examination, evaluation, comparison, and post-qualification of Bids, and recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until information on Contract award is communicated to all Bidders.
9. To assist in the examination, evaluation, comparison and qualification of the Financial Bids, the Bid evaluation committee may, at its discretion, ask any Bidder for a clarification regarding its Bid. The committee's request for clarification and the response of the Bidder shall be in writing.
10. Any clarification submitted by a Bidder with regard to his Bid that is not in response to a request by the Bid evaluation committee shall not be considered.
11. KHPT reserves the right to accept or reject any Bid, and to annul the Bidding process and reject all Bids at any time prior to Contract award without assigning any reasons thereof and without thereby incurring any liability to the Bidders.
12. KHPT shall award the contract to the Bidder whose offer has been determined to be the lowest in accordance

with the evaluation criteria set out in Evaluation and Qualification Criteria and if the Bidder has been determined to be qualified to perform the contract satisfactorily.

3. NOTICE INVITING BID:

Karnataka Health Promotion Trust (KHPT), Bangalore invites **Single Stage One Part Unconditional Bids** from relevant suppliers through Email to khpt.procurement@khpt.org for Supply of Food Grade SS 304 Water Bottles and Folding Umbrella both with 2 nos. of multi colour logo branding on F.O.R. basis inclusive of P&F, Freight/ Transportation, Taxes and all other Charges.

The Specifications of required materials is enclosed as Annexure – II. The quantity to be supplied to each location is listed in Annexure III.

Bid document can be downloaded from our website <https://www.khpt.org/work-with-us/> from 03-Jun-2026.

Request for clarification should be sent by email to khptblr@khpt.org on or before 14-Jun-2026 – 24:00 Hrs.

Filled in Bid document duly signed & stamped in all pages of bid document along with proof of remittance of refundable EMD amount of **Rs. 2,00,000/-** should be submitted **on or before 23-Jun-2026 – 24:00 Hrs by email to khpt.procurement@khpt.org**

The Bids will be opened on 24-Jun-2026 at 11:30 hrs in presence of the suppliers who have participated in the bid process or their representatives who may choose to be present.

The details of the RFP are given below: -

- a. Closing date & time for submission of bids 23-Jun-2026 – 24:00 Hrs
 - i. Date & time of opening of Bid: 24-Jun-2026 at 11:30 Hrs (in presence of the bidders or their authorized representatives.
 - ii. **Bids Validity up to:** 180 days from the date of opening of the bid
- b. **Correspondence Address:** Karnataka Health Promotion Trust, IT Park, 5th Floor, 1-4, Rajajinagar Industrial Area, Behind KSSIDC Admin Office, Rajajinagar, Bangalore 560044.

Bidders should take due care to submit the bid in accordance with requirement through email to khpt.procurement@khpt.org. Bids received shall be evaluated as per the Criteria prescribed in the bid document. KHPT will not entertain any modifications subsequent to opening of bids and bids not conforming to Bid conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of bid document specifying their acceptance to all the clauses of Bid Evaluation Criteria, General terms and conditions and compliance to the schedule of supply etc.

The **EMD** amount shall be remitted to KHPT's bank account through NEFT on or before submission of the bid.

Any corrigendum, updates etc. relating to this bid document will be published only in our web site and not in any other media including newspaper. Therefore, interested bidders may regularly visit our website or contact the undersigned.

4. ELIGIBILITY /QUALIFICATION CRITERIA: -

- a. The Bidder shall have at least 3 years' experience of supply of the required materials.
- b. The Bidder shall have turnover of INR 2 Crores for the past 3 years
- c. The bidder shall have to furnish the bidder's details as per Annexure-I along with the Bid.
- d. The bidder should not have been blacklisted by any Government or any Institutions.
- e. The Bidder must have PAN and GST Registrations.

5. DETAILED TERMS AND CONDITIONS OF THE BID DOCUMENT

1. KHPT hereinafter will be referred as "Purchaser" and the bidder hereinafter referred as "Supplier" in the bid document.
2. The rate offered by the suppliers shall remain valid for at least 180 days from the date of bid opening or up to the period of delivery schedule mentioned in work order, whichever is later and supplier will have to supply the materials at the quoted rate as per the specification of materials, terms & conditions, delivery schedule as stipulated in the purchase order issued to the Suppliers.
3. Suppliers are requested to read the bid document very carefully, especially the desired specification of the materials to be supplied and compulsorily sign each and every page of the whole bid document with official seal.
4. The Supplier needs to fill the company's detail in the prescribed format enclosed as **Annexure -I**.
5. Rates shall be quoted on FOR at the locations furnished in Annexure III inclusive of all taxes as per enclosed format (**Annexure-IV**). All statutory compliances till delivery of materials will be the sole responsibility of the suppliers.
6. **Consignee/Delivery address:** As per Annexure III
7. The supplier must mention their GST, PAN and Certificate of Registration in their offers, without which the offer will be summarily rejected. Applicable taxes (if any) must be specifically indicated in the offer even if the net offered rate is inclusive of taxes.
8. **Payment Terms: -100%** of the total payment shall be made within 20 days from receipt of materials based on physical verification or receipt of invoice, whichever is later. The payment to the party would be processed as mentioned above through RTGS/NEFT only.
9. The **Quantity required** as mentioned in **Annexure III** is totally tentative and the Purchaser reserves exclusive right to increase or decrease the quantity according to the requirement without any change in unit price or other terms & conditions.
10. On receiving orders from "Purchaser", the supply of materials at the locations specified by Purchaser, shall be the responsibility of the supplier. The rejected material, if any, shall have to be lifted by the supplier at their own cost within 15 days' time from the date of intimation either through telephone or email or letter from the Purchaser. Purchaser shall not be responsible for any deterioration of the rejected material. Materials can be rejected upon physical verification also.
11. The bidder shall have to pay Earnest Money Deposit (EMD) Fee of Rs. 2,00,000/- (Rupees Two lakhs only). The payment of EMD can be made in through RTGS in the name of "**Karnataka Health Promotion Trust**", **Bank: - HDFC Bank Ltd, MG Road Branch, Bangalore - 560001, IFS CODE- HDFC0000076, A/C No:- 50100275782797**. Submission of earnest money by any mode other than specified above shall not be accepted and the concerned bid shall lose its eligibility for due consideration to take part in bid process. **Registered Micro and Small Enterprises (MSME) are exempted from submission of EMD. To avail of this exemption, the bidder must submit a valid Udyam Registration Certificate or a registration certificate issued by the National Small Industries Corporation (NSIC).**
12. EMD of unsuccessful bidders will be returned back within 60 working days from the date of opening of the

bids. The earnest money deposit of the successful bidders shall be released on completion of successful supply of entire quantity within the stipulated period. No interest will be paid on the earnest money for the period during which it (the earnest money) lying as deposit with the Purchaser.

13. In case of non-delivery of ordered item by the Supplier either in part or full as per the prescribed delivery schedule, the purchaser reserves the right to procure the same item from open market at the risk, cost and volition of supplier. The difference amount, if any arises in the process of procuring goods from other sources would be recoverable from the account of supplier only.
14. The materials to be delivered strictly as per prescribed specification. In case of deviation the Purchaser reserves full right either to accept the goods after imposing additional rebate beyond acceptable guide lines in accordance to the consent of Supplier or issue directive to the Supplier to lift the rejected goods after intimation either through mail, or telephonic intimation too. In carrying out above task either rejection or accepting the commodity with additional rebate, this should not demand any clarification or explanation from the Supplier in subsequent period and the decision on above exercise adopted by Purchaser would be final and binding to the Supplier. Beyond the stipulated lifting time limit of 15 days from information to lift the materials, the rejected goods would be disposed of as per discretion of the purchaser and no correspondence on same would be entertained. The cost of disposal would be recovered from the supplier account. Payments are likely to be held up if quality of the material found to be substandard. The suppliers therefore particularly ensure that the material of desired specification is to be supplied.
15. Late Delivery Penalty: Should the Supplier anticipate difficulties that may prevent him from delivering on time or in the agreed quality, he shall notify the Purchaser thereof immediately, stating the reasons. IN ADDITION, IN CASE OF FAULT OF THE SUPPLIER THE PURCHASER SHALL BE ENTITLED TO DEMAND PAYMENT OF A LIQUIDATED DAMAGES AMOUNTING TO 0.5% OF THE VALUE OF THE LATE GOODS/SERVICES PER STARTED WEEK OF DELAY OF THE ENTIRE VALUE OF THE ORDER. THE LIQUIDATED DAMAGES SHALL BE SET OFF AGAINST ANY CLAIMS FOR DAMAGES DUE TO LATE DELIVERY. THE TOTAL AMOUNT SO DEDUCTED SHALL NOT EXCEED 10% OF THE ORDER/CONTRACT VALUE. ONCE THE MAXIMUM IS REACHED, THE PURCHASER MAY CONSIDER TERMINATION OF CONTRACT. THE LIQUIDATED DAMAGES MAY BE ASSERTED UNTIL THE AGREED PRICE HAS BEEN PAID IN FULL. No deduction for LD will be applicable for delays less than a week.
16. Packaging: Materials to be suitably packed to prevent damages or any pilferages during transit. The goods packed in torn or unsound condition may face proportionate deduction.
17. Purchaser reserves the right to accept or reject any or all the offers without assigning any reason thereof. Chief Executive Officer, Karnataka Health Promotion Trust shall be the arbitrator in case of any dispute and his decision will be final and binding on both the parties. For all legal matters & disputes, Bangalore court shall be the Jurisdiction. Any money found recoverable from Supplier shall be recovered under the Public Demand Recovery Act without prejudice to any other mode of recovery.
18. DECLARATION AND COMPLIANCE:

By participating in the Bid Process, you are required to acknowledge and declare that:

- 18.1 I/We and our staff are aware of the “Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH)” and I/We shall ensure to comply with the requirements of the applicable law and to provide safe and secure working environment, free from sexual harassment for all women.
- 18.2 I/We and our staff are aware of the “THE PROTECTION OF CHILDREN FROM SEXUAL OFFENCES ACT, 2012 (POCSO)” and related laws concerning the child protection and I/We shall comply with the requirements of the applicable law.
- 18.3 I/We shall remit the Goods and Services Tax collected from KHPT to the department and file relevant returns within the due dates in compliances to the provisions of the “Goods and Services Tax Act, 2017”

- 18.4 I/We agree to comply with applicable data protection laws, including the Digital Personal Data Protection Act, 2023 and shall process personal data provided or collected for the purposes outlined in this order and in accordance with KHPT's instructions. I/We shall implement appropriate security measures to protect the data, ensure confidentiality, and promptly notify KHPT of any breaches. Upon termination of this order, I/We shall return or securely delete all personal data unless retention is required by law.
- 18.5 I/We shall strictly comply, wherever applicable, in removing human rights barriers to accessing health services for women and girls, sex workers, people who use drugs, men who have sex with men, transgender people, people in prison, migrants and refugees, indigenous peoples and also agree
1. To grant non-discriminatory access to services for all, including people in detention
 2. To employ only scientifically sound and approved medicines or medical practices
 3. Not to employ methods that constitute torture or that are cruel, inhuman or degrading
 4. To respect and protect informed consent, confidentiality and the right to privacy concerning medical testing, treatment or health services rendered
 5. To avoid medical detention and involuntary isolation, which are to be used only as a last resort."
- 18.6 I/We hereby declare that I/We do not have any conflict of interest in performing duties as a bidders/suppliers/consultants/contractor with respect to this process. I/We have no personal or financial relationships with the KHPT or its key management personnel that could influence or be perceived to influence impartiality or professional judgement. I/We shall also maintain professional skepticism and uphold the principles of objectivity and confidentiality throughout the process.
- 18.7 KHPT has a zero-tolerance policy toward above compliances. If any non-compliance is observed or suspected, KHPT will notify the appropriate authorities immediately and cease all collaboration.

Chief Executive Officer
Karnataka Health Promotion Trust

Accepted & Signed
Terms & Conditions

PARTICULARS OF THE BIDDER/TECHNICAL DETAILS
ANNEXURE– I

No	Details		
1	Name of Vendor/ Bidder		
2	Address of Registered Office		
3	Address of Factory/ Works		
4	Name of Contact Person		
5	Contact Nos.		
6	Type of Firm: Ltd Co/ Pvt. Ltd. / Partnership/ Proprietor		
7	Nature of Firm: Manufacturer/ Traders / Autho. Dist. / Dealer		
8	Year of Establishment		
9	Name of Product, you Deal	Please, Specify in separate sheet (As per below Format)	
		S. No	Item Description (Shortly) Make/Brand
10	G.S.T. No		
11	PAN No		
12	Turn Over Of last 3 Year (Rs.)	1.	2. 3.
13	Blacklisted by any Government / Institutions	Yes	No
14	If You have maintained any quality standard (Pl. Specify)		
15	Min. Lead Time Required (Days)		
16	Bank Details	Name of Bank : Branch Address: Account No. : IFSC Code :	
17	Documents to Be Attached	1. Copy of Registration 2. PAN Copy 3. GST Regn. 4. Audited Fin. Statements for last 3 years 5. Product Brochures	
Seal & Sign. Of Bidder			

ANNEXURE-II

SPECIFICATIONS OF THE MATERIALS TO BE SUPPLIED

TECHNICAL SPECIFICATIONS

Item A: SS 304 Water Bottle

- Material: Authentic Food Grade SS 304 (Single Wall).
- Capacity: 750 ml.
- Customization: Permanent Laser Engraving of 2 Logos.
- Safety: BPA-free cap with leak-proof silicone gasket.

Item B: 3-Fold Folding Umbrella

- Type: 3-Fold Compact (Manual/Basic Auto).
- Fabric: High-density Pongee with UV-protective coating.
- Frame: Windproof construction with minimum 8 reinforced ribs.
- Customization: Screen Printing of 2 Logos on alternating panels.

QUALITY ASSURANCE & NABL PARAMETERS

The supply must be accompanied by an NABL-accredited test report verifying:

- Chemical Composition (ASTM A240 / IS 15997)
- Chromium (Cr): 18.0% – 20.0%
- Nickel (Ni): 8.0% – 10.5%
- Carbon (C): $\leq 0.08\%$

Migration & Food Safety (IS 9845 / FDA 21 CFR)

- Overall Migration: $\leq 10 \text{ mg/dm}^2$.
- Heavy Metals: Not Detectable (Lead, Cadmium, Arsenic).

Accepted & Signed

Annexure III

Required Quantity and Consignee Locations

Sl No	Multiple Cities in following State	Quantity	
		Water Bottle	Umbrella
1	Punjab	1491	1491
2	Karnataka	1802	1802
3	Delhi	933	933
4	Uttarakhand	1239	1239
5	Telangana	1361	1361
6	Madhya Pradesh	2138	2138
7	Chandigarh	86	86
8	Uttar Pradesh	5249	5249
9	Gujarat	2861	2861
10	Rajasthan	2364	2364
11	Himachal Pradesh	589	589
12	Haryana	1463	1463
13	Bihar	1532	1532
14	Assam	1268	1268
15	West Bengal	2569	2569
	Total	26944	26944

Accepted & Signed

Annexure IV

Dated:/...../.....

FINANCIAL BID

Sl No.	Materials	HSN Code	Quantity	Rate per Unit	GST Rate %	FOR Rate per Unit	Total
1	SS 304 Water Bottle – 750 ml		26944				
2	3 Fold – Folding Umbrella		26944				
Total							

The supplier should quote rates F.O.R. at multiple destination as per Annexure III. (The total rate should include GST, P&F, Freight/transport, Insurance etc. delivered at Site).

Note: The supplier may be asked to supply materials in 2-3 lots.

Bidder Signature and Seal

Name

Deisgnation

Date :