



राष्ट्रीय गतिशील दिव्यांगजन संस्थान
National Institute for Locomotor Disabilities (Divyangjan)

(दिव्यांगजन सशक्तिकरण विभाग, सामाजिक न्याय एवं अधिकारिता मंत्रालय, भारत सरकार)
Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and Empowerment, Govt. of India
B.T. ROAD, BON-HOOGHLY, KOLKATA-700090

बी.टी. रोड बनहुगली, कोलकाता-700090

Phone: 2531-0279, 2531-0610/Tele Fax: 2531-8379/E-mail: mail@nioh.in and web: www.niohkol.nic.in

N.I.Q. No-SCRAP/684/EO/NIOH/PART III/40(6)

Date: 10.04.2019

**NOTICE INVITING QUOTATION
FOR**

**Inspection & Providing Detail Scrap Report Including Reserve Price
which is Dumped or kept in various places at National Institute for
Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata
700090**

**ESTATE DEPARTMENT
NILD, KOLKATA**

PRICE: NIL

[SIGNATURE OF THE QUOTATIONER WITH SEAL]

[SIGNATURE OF
DY. DIRECTOR (ADMIN.)
NILD, KOLKATA]



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LIST OF QUOTATION DOCUMENTS

Name of the Work: Inspection & Providing Detail Scrap Report Including Reserve Price which is Dumped or kept in various places at National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090

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[SIGNATURE OF THE QUOTATIONER WITH SEAL]

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Date: 10.04.2019

PARTICULARS OF QUOTATION

Sealed quotations are invited from reputed, Govt. registered valuers of the second hand plant, machineries, computers & its peripherals, metal scrap, secondary/ defective articles etc. for "Inspection & Providing Detail Scrap Report Including Reserve Price which is Dumped or kept in various places at National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090" as per specification given below:

SL. NO:	PARTICULARS	
1	Name of the Work	Inspection & Providing Detail Scrap Report Including Reserve Price which is Dumped or kept in various places at National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090
2	Completion Period	30(Thirty) days from the date issue of work order.
3	Scope of Work	Inspection & Providing Detail Scrap Report Including Reserve Price
4	Earnest Money	Rs. NIL
5	Cost of Quotation Paper	Rs. NIL
6	Last Date of Submission of Filled in Quotation Paper	On 30.04.2019 up to 02:00 pm
7	Date of Opening of Bid	on 30.04.2019 at 3:30 pm
8	Quotation documents can only be downloaded from the web site (www.niohkol.nic.in).	

[SIGNATURE OF THE QUOTATIONER WITH SEAL]

[SIGNATURE OF
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NILD, KOLKATA]



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TERMS AND CONDITIONS

A] Eligibility Criteria:

1. The Quotationer must be a Govt. Registered valuer of plant & machinery.
2. The Quotationer should have experience in doing similar nature of work in last 5 years.

Note: Similar nature of work means valuation of the second hand plant, machineries, computers & its peripherals, metal scrap, secondary/ defective articles etc.

3. The quotationer should have the Registered Office in Kolkata.

B] Type of Contract:

The work to be awarded by this NIQ shall be treated as indivisible works contract.

C] Issue, Submission and opening of Quotations:

1. Quotation documents can only be downloaded from the web site (www.niohkol.nic.in).
2. Documents to be submitted along with the Quotation Paper:-
 - Registration certificate for Govt. Valuer.
 - G.S.T. Registration Certificate, if applicable.
 - Company/firm Registration Certificate, if applicable.
 - PAN No.
 - Credentials for eligibility conditions no.1,2 and 3.
 - Copy of quotation document duly signed and stamped on each page.
 - Self-Declaration
 - Quotation (Rate should only be quoted in the Annexure III of this quotation document)
3. The quotation should be submitted in the following manner;
 - This quotation is a single bid system and hence the bid documents (All the documents along with filled in & signed quotation paper including Annexure I, II & III) are to be submitted in a sealed envelope (**Sealed with GALA**) clearly mentioning in bold letters - the name of the work, NIQ No, Date of NIQ, Name of the Firm with full address & date of submission on the top of the sealed envelope.
4. Telegraphic/cabled/faxed/e-mail or any type of exposed quotations will be summarily rejected.
5. The Quotationers are advised not to deviate from the technical specifications, commercial terms and conditions of NIQ like terms of payment, arbitration clause, escalation etc.

[SIGNATURE OF THE QUOTATIONER WITH SEAL]

[SIGNATURE OF
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NILD, KOLKATA]



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6. The Duly filled in and signed quotation paper will have to be submitted in the specified quotation box at Estate Department in the presence of Estate Officer, NILD, Kolkata by the quotationers on or before 30.04.2019 at 2:00 pm.
7. The bid only shall be opened on 30.04.2019 at 3:30 pm.
8. Scrutiny/ evaluation of bid documents shall be done by the Quotation Committee of NILD, Kolkata. In case if it is found that the bid of the quotationer is not in line with NIQ specifications, requirements and/or contains any deviations, the department reserves the right to reject the bid of such firms without making any reference to the Quotationer(s). Conditional bids will not be accepted.
9. Any clarifications required by the department shall have to be furnished by the Quotationer within the time given by the department for the same. The Quotationer will have to depute his representative to discuss with the officer(s) of the department as and when so desired. In case, in the opinion of the department a Quotationer is taking undue long time in furnishing the desired clarifications, his bid will be rejected without making any reference.
10. In the bid document, submitted by the quotationer, shall be no condition whatsoever. In case any Quotationer mentions any condition including conditional rebates in their price part, Quotation shall be rejected forthwith. A Quotationer will also not be allowed to withdraw or modify any condition after the technical bids have been.
11. The department reserves the right to reject any of or all the bids and go for fresh Quotations as the case may be without assigning any reason.

D] TERMS OF PAYMENT:

No advance payment will be made. The payment will be made as per Govt. rule, after satisfactory completion of the work. Stipulations like levy of interest if payment is not made in specified time is not acceptable to the department. No extra payment will be entertained above the quoted rate.

E] Rates:

The rates quoted by the Quotationer shall be firm and inclusive of all taxes i.e. GST etc. All the Rates should be in INR and should quoted in the Annexure III only.

F] VALIDITY:

Quotations shall be valid for acceptance for a period of 90 (ninety) days from the date of opening of bid.

G] AWARD OF WORK:

The Director of National Institute for Locomotor Disabilities (Divyangjan), B.T.Road, Bon-Hooghly, Kolkata 700090, will award the work to the successful bidder whose bid is found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the bidding document.

[SIGNATURE OF THE QUOTATIONER WITH SEAL]

[SIGNATURE OF
DY. DIRECTOR (ADMIN.)
NILD, KOLKATA]



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H] COMPLETION PERIOD:

Time of completion of the total work is 30(thirty) days from the date of issue of the work order as indicated in the Quotation documents.

I] COMPENSATION FOR DELAY:

The work is to be completed within the stipulated period. In case of delay a penalty @ 1½ percent per month computed on per day basis subject to the maximum of 10% of Quoted amount will be recovered from final bill.

J] OTHER TERMS & CONDITIONS:

Other terms & conditions of same nature of work in Govt. Of India is applicable in this sealed quotation.

[SIGNATURE OF THE QUOTATIONER WITH SEAL]

[SIGNATURE OF
DY. DIRECTOR (ADMIN.)
NILD, KOLKATA]



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Annexure - I

COMPANY PROFILE
(To be filled by the quotationer)

1	Name of the Company / Agency/ Govt. Registered Valuer		
	CONTACT DETAILS: Address: Land line no: Mobile No: Fax No: Email ID:	BANK ACCOUNT DETAILS: Account Holders' Name: Account Number: Bank: Branch: IFSC Code:	
	PAN NO:	GST Registration No:	
2	Type of Ownership Proprietorship / Partnership / Registered firm / In - Registered firm / Body Corporate (partnership deed enclose, in case of partnership firms only)		
3	No. of years experience in the business		

[SIGNATURE OF THE QUOTATIONER WITH SEAL]

[SIGNATURE OF
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4	List of clients (past & present) with address and contact (separate sheet may be attached)	
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N.B:

- All fields are mandatory and the information should be given as specific.
- Bidders to ensure that:
 - i. All pages have been signed and stamped by the authorized persons
 - ii. Pages have been numbered
 - iii. Documents are legible (clearly readable)

I/we certify that the information furnished above is true and correct. The terms and conditions are acceptable to us and I have the authority to participate in this quotation.

Dated:

Place:

Name & Address of Firm

Authorised Signature & Seal of the Firm

[SIGNATURE OF THE QUOTATIONER WITH SEAL]

[SIGNATURE OF
DY. DIRECTOR (ADMIN.)
NILD, KOLKATA]



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ANNEXURE - II

(Proforma for self-declaration)*

To,
The Director
National Institute for Locomotor Disabilities (Divyangjan)
B.T.Road, Bon-Hooghly,
Kolkata 700090

Sub: Inspection & Providing Detail Scrap Report Including Reserve Price which is Dumped or kept in various places at National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090

Ref: Your N.I.Q. No-SCRAP/684/EO/NIOH/PART III/40(6)

Date: 10.04.2019

Sir,

I/We have read and examined the notice inviting quotation, particulars of quotation terms and conditions and all other contents in the quotation document for the work.

I/We hereby quotation for the execution of the work specified in the NIQ, in all respects with the referred to in terms and conditions.

I/We agree to keep the quotation open for 90 (ninety) days from the due date of its opening and not to make any modifications in its terms and conditions.

I/We hereby declare that; the information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we, am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my QUOTATION at any stage besides liabilities towards prosecution under appropriate law.

I/We hereby declare that; the company has never been blacklisted from any establishment.

I/We hereby declare that; I/we am/are totally agree with the general & additional terms and conditions, and other specifications mentioned in this NIQ. I/We shall treat the quotation documents, drawings and other records connected with the work as secret/ confidential documents and shall not communicate information/ derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the state.

Yours faithfully

Dated

Signature of Quotationer

Address :

Occupation :

Note:

***This letter should be on the letterhead of the quotationer and should be submitted by the Bidder with the quotation documents.**

[SIGNATURE OF THE QUOTATIONER WITH SEAL]

[SIGNATURE OF
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Annexure -III

Price Bid

SI No	Particulars	Amount [Rs.]
1	Charges for Inspection, conveyance and photography	
2	Preparation & Certification of Scrap Valuation Report including reserve price	
TOTAL=		
In Words: Rupees		Only/-

(Rates are inclusive of all Taxes)

N.B: Evaluation of the Price Bid: The total amount mentioned by the bidder, will only be the deciding factor of the lowest bid among all the qualified quotationer.

The above Terms & conditions laid down in the quotation document are applicable to us and will binding on us.

**Signature of the Quotationer
with date and seal**

[SIGNATURE OF THE QUOTATIONER WITH SEAL]

[SIGNATURE OF
DY. DIRECTOR (ADMIN.)
NILD, KOLKATA]