

PRESIDENCY UNIVERSITY
86/1, COLLEGE STREET
KOLKATA-700 073

Tender Notice for Disposal of Scrap

Tender Notice no. PU/Scrap/01/2015-16

Date : 15.02.2016

Presidency University,Kolkata invites sealed tenders for Disposal of Scrap of Broken Furnitures , Steel Almirahs and other store items stacked within the University premises on 'As is Where is Basis.' Interested vendors/contractors/agencies are requested to submit their financial bid in Annexure –B (attached with the tender document) along with signed and stamped tender document and duly filled up signed and stamped Vendor Data Sheet (Annexure "A") in sealed cover addressed to the Finance Officer,Presidency University,86/1 College Street,Kolkata -700 073 :-.

Details for inspection, contact person, bid submission are as under:

1. Date & Time of inspection of items : All working days between 16.02.2016 & 19.02.2016 (2.00 pm to 4.00pm)
2. Contact Person : Sh. D.K.Ghosh / Sh.K.K.Nandi
3. Tender form available at : Presidency University website at www.presiuniv.ac.in
4. Place of submission of tender bids : In the tender box in the office of Purchase Cell of Finance Office,Ground Floor,Main Building.
5. Last date of submission of tender bids : 22.02.2016 up to 2.30 pm
6. Date of opening of tender bids : 22.02.2016 at 3.00 pm
7. Earnest Money Deposit (EMD) : Rs 10000/-
8. Tender Fees : Rs 500 /-

Sd/-

Registrar
Presidency University/Kolkata

PRESIDENCY UNIVERSITY
86/1, COLLEGE STREET
KOLKATA-700 073

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Date : 15.02.2016

General Terms & Conditions

1. (a) Submission of offer: Interested bidders should submit the financial bid in Annexure-B (attached with the tender document) along with EMD in a sealed envelope. One copy of our terms and conditions, tender notice duly, filled vendor data sheet (Annexure "A") duly signed and stamped on each page shall also be attached and submitted with the financial bid in the same envelope. **The Envelope should be superscribed with the word " Financial Bid & EMD."**
(b) The tender fee should be submitted in a separate envelope superscribed with the word " Tender Fee."
(c) "Financial bid & EMD" , "Tender Fee" should be put together in another sealed envelope marked:

Tender for : Disposal of Scrap on "As is Where is Basis"

Tender Notice no. : -----

Last Date of Tender submission : 22.02.2016 up to 2.30 pm

Date of opening of tender bid : 22.02.2016 at 3.00 pm

2. Tender fees of Rs 500/- only should be submitted in form of Demand Draft/Pay Order drawn in favour of " Presidency University" payable at Kolkata.
3. EMD of Rs 10000/- only should be submitted in form of Demand Draft/Pay Order drawn in favour of " Presidency University" payable at Kolkata.
4. Tenders received without Tender Fee and Earnest Money Deposit (EMD) shall be summarily rejected.
5. Earnest Money Deposit(EMD) will not bear any interest.
6. The envelope containing the tender bid shall be addressed to the Registrar, Presidency University, 86/1,College Street. Kolkata -700 073.
7. Late Bid : Any bid received late after the deadline of submission of the bid shall be rejected and returned un-opened to the bidder.
8. Opening of Bid: The bids shall be opened in presence of the intending tenderers who may choose to be present.
9. The quoted price shall remain open for acceptance till the validity period of 90 days from the date of opening of tender. No revision/modification in the tendered rate will be allowed during the validity of tender.

10. The items shall be disposed off on “ As is Where is Basis” and the buyer shall have to ascertain and get satisfied with the conditions of stores **by personally visiting the University and inspecting the material** before participation and no complaint whatsoever thereafter will be entertained by the University at any point of time.
11. All items shall be disposed off on “ Lot basis”. Bidders should therefore quote their price on “ Lot basis”. The price quoted should be “ Net” and should be inclusive of loading, unloading ,transportation charges ,taxes and duties/levies as applicable. The University shall not be responsible for any extra liability towards transportation, taxes etc during the process of lifting the material from the University premises.
12. No part/portion of the lot shall be allowed to lift.
13. The successful bidder shall ensure that all safety norms are followed during the entire process. The bidder shall employ his own labour and means at his/her own cost and risk for removal/collection/shifting and carriage of stores.
14. The successful bidder shall be required to deposit the bid amount on receipt of disposal order/Contract order from the University Authority. The successful bidder should make advance payment in full by way of Demand Draft/Banker’s Pay Order drawn in favour of “ Presidency University” payable at Kolkata **immediately but not later than 2 days from the date of disposal order/award of contract order issued by the University**. Failure to make the payment as stated above shall result in annulment of award and forfeiture of Earnest Money Deposit (EMD).
15. The successful bidder shall have to lift the items in totality within three (03) working days from the date of payment made by them, at his/her own expenses and responsibility. The possession of materials shall be handed over by the University Authority to the bidder or to his/her authorized representative, who shall produce original Money receipt or Payment Clearance Certificate issued from the Office of the Finance Officer, Presidency University for the payment made by the bidder, at the premises where the materials are stored. All liabilities of the University towards the said material shall cease as soon as the material is handed over to the successful bidder.
16. A ground rent charges of 5% per day of the quoted amount will be charged if the successful bidder fails to lift the lot within the stipulated time period unless extension of time period is granted by the Competent Authority of the University for the said purpose. The ground rent will be recovered from the EMD.
17. Once the possession of materials is handed over to the successful bidder, the materials/items shall be stored at the risk and cost of the successful bidder.
18. If the successful bidder fails to lift the materials/items within the prescribed time limit, the order shall be diverted to an alternate bidder at the discretion of the Competent Authority of the University and the EMD of the successful bidder shall be forfeited accordingly.
19. The EMD of unsuccessful bidders would be returned against application within 30 days from the date of removal of the entire materials by the successful bidder.
20. The bidder getting the award of contract /disposal order should have to pay “Tax Collection at Source” at the rate applicable under the Income Tax Act ,1961 by way of Demand Draft/Pay Order drawn in favour of “ Presidency University” payable at Kolkata.

21. The successful bidder shall have to make a separate application addressing to the Finance Officer, Presidency University ,Kolkata for refund of EMD after completion of execution of the contract.
22. The University reserves the right to accept or reject any or all bids either wholly or partly without assigning any reason thereof.
23. The University reserves the right to postpone/withdraw/cancel the tender without assigning any reason thereof.
24. In case of any dispute relating to the above disposal of materials/items,the decision of the Competent Authority of Presidency University shall be final and binding on the bidders. In case of any litigation ,the jurisdiction shall be Kolkata only.
25. Bidders submitting their offer should also fill-up the enclosed vendor data sheet with relevant details,and should submit along with the tender bid.

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Sd/-

Registrar
Presidency University/Kolkata

Tender Notice no. PU/Scrap/01/2015-16

Date: 15.02.2016

VENDOR DATA SHEET

1. Name of the Tenderer :
2. Name of the Contact person:
3. Full postal address :
4. Email ID :
5. Telephone no. : Office :
Residence :
Mobile :
6. Vendor/Agency PAN No. :
7. VAT,CST TIN No. :
8. Service Tax Registration no.:
9. Turnover (last 3 years) :
10. Experience in same business :
during last three years
 - a) Name of the organization with whom contract has been entered into (including Govt/Public sectors/Govt or Govt.aided Educational Institute) :
 - b) Year of execution :
 - c) Value of the contract:
11. Any other information :
12. EMD details :
 - (a) DD/PO No. ----- Dt-----
 - (b) Amount .-----
 - (c) Name of the drawee Bank -----
13. Tender Fees details:
 - (a) DD/PO No. ----- Dt-----
 - (b) Amount .-----
 - (c) Name of the drawee Bank -----

(Signature of Tenderer with Company's seal)

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Financial Bid

Name & Address of the Tenderer (in capital letter)-----

I/We have inspected the obsolete items and am/are interested to purchase and lift the same on “ As is Where is Basis”. My/our price offer for the materials/items is given below :-

Quote Rs ----- (Rupees -----
-----) only.

I/we have gone through the terms and conditions given in the tender document and agree with the same. I/we understand that in the event of non compliance of the terms and conditions of the tender my/our EMD shall be forfeited by Presidency University.

(Signature of Tenderer with Company’s seal)

To
The Registrar
Presidency University
86/1,College Street.
Kolkata -700 073