

TENDER DOCUMENT

SUB. : DISPOSAL OF SCRAP ITEMS

TENDER NO. : SMR/STR/SCRAP/2022-2023/1

DUE DATE : 16/05/2023

EMD : Rs. 50,000/-

TENDER FEE : Rs. 500/- +18 % GST



प्रायोगिक सूक्ष्मतरंग इलेक्ट्रॉनिकी इंजीनियरी तथा अनुसंधान संस्था

SOCIETY FOR APPLIED MICROWAVE ELECTRONICS ENGINEERING & RESEARCH

आई आई टी कैम्पस, पवई, मुंबई 400076. फोन : 022 25723030/7221 फैक्स : 022 25723254

IIT CAMPUS, POWAI, MUMBAI 400 076. TEL. : 022-25723030/7221, Fax : 022 25723254

WEB SITE : www.sameer.gov.in E-mail : purchase@sameer.gov.in

Contents

	Page No.
1. Preface	3
2. Terms and Conditions and General Information	6
3. FORM 1 Technical Bid	8
4. FORM 2 Price bid	9

PREFACE:

Society for Applied Microwave Electronics Engineering and Research (SAMEER), an autonomous body under the Ministry of Electronics and Information Technology, Government of India located at IIT Campus, Hill side, Powai, Mumbai – 400 076, Invites sealed tenders from the reputed and experienced firms for the disposal of the CONDEMNED / scrap items kept at its Mumbai and Navi Mumbai campuses.

NAME AND ADDRESS OF THE AUTHORITY

Director General SAMEER
SAMEER, IIT Campus, Hill side, Powai, Mumbai – 400 076

1. ADDRESS FOR THE DOWNLOADING OF TENDER DOCUMENT:

<http://www.sameer.gov.in> or <https://eprocure.gov.in/cppp/latestactivetenders>

2. SCHEDULE FOR INVITATION OF BIDS:

2.1 Date of issue of Tender Document : **26/04/2023**

2.2 Last date of receipt of Tender at SAMEER, Mumbai : **16/05/2023 up to 05.00 P.M**

2.3 Date of opening of Bid : **17/05/2023 at 10.30 AM**

**Council Room, 2nd floor
SAMEER- Main lab building,
IIT Campus, Hill side, Powai, Mumbai – 400 076**

(Only one representative of the company can attend the tender opening)

2.4 Validity of Tender : 90 days from the date of opening of the tender.

3. Tender document can be purchased from the Accounts Section of SAMEER located at IIT Campus, Powai, Mumbai-76, between 1.30 pm to 4.30 pm, on cash payment, on all days except Saturdays, Sundays and public holidays.

If the Tender document is downloaded from our website <http://www.sameer.gov.in> or <https://eprocure.gov.in/eprocure/app>, then the Tender Fee is not applicable.

4. EARNEST MONEY DEPOSIT (EMD):

- I. An Earnest Money Deposit of **Rs.50,000/-** (Refundable) (Rupees Fifty Thousand Only) shall be furnished in the form of Demand Draft / Pay Order in favour of **“Society for Applied Microwave Electronics Engineering and Research”**. Offer without EMD shall not be considered. The EMD shall bear no interest.

For online payment our banker’s details are as below:

Beneficiary Name : Society for Applied Microwave Electronics Engineering and Research (SAMEER)

Name and address of the Bank : Canara Bank, IIT Powai Branch Mumbai 400 076.

Account Number : 2724101086829, Type of the Account : Saving,

IFS Code : CNRB0002724 , MICR : 400015129

- II. D.D. of EMD must be placed along with tender bid document PART 1, in the sealed envelope.
- III. Cheques are not acceptable as earnest money deposit under any circumstances and in such cases offer will not be considered.
- IV. Tender without EMD amount will not be considered and rejected outrightly.
- V. The EMD of unsuccessful Bidders shall be released after declaration of the highest bidder by the Competent Authority. Successful bidder's EMD will be returned only after complete execution of work.
- VI. **Forfeiture of EMD** : Earnest money of a bidder will be forfeited, if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender. Successful bidder's earnest money will be forfeited if bidder does not submit the Security Deposit in the stipulated time.

5. SECURITY DEPOSIT :

- I. The successful bidder will have to deposit the Security Deposit of **Rs. Three Lakh** in the form of DD or NEFT. Security Deposit would finally be adjusted in the payment from bidder.
- II. EMD paid by the successful Bidder may be adjusted in the Security Deposit.
- III. **Forfeiture** : Security Deposit will be forfeited, if the bidder does not lift the scrap material or make payment towards cost of scrap within stipulated time.

6. PROCEDURE FOR SUBMISSION OF TENDER:

- I. Tenders should be type-written or printed with indelible ink and submitted in a sealed cover as mentioned below :

Tender is to be submitted in **two separate sealed covers, superscribed as ` PART 1 – Technical Bid' and ` PART 2 – Price Bid'** respectively and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed, as Tender Number "**SMR/STR/SCRAP/2022-2023/1** " & subject as "**DISPOSAL OF SCRAP ITEMS**" and addressed to **The Registrar, SAMEER, IIT Campus, Powai, Mumbai 400 076**. Name, Address and contact details of the vendor should be mentioned at back side of all covers.

- II. The Tender should be dropped in the Tender Box kept at the Gate of SAMEER-Mumbai, up to 5:00 P.M. of the closing date.
- III. The Tender document can be submitted by post, speed post, courier or by hand. SAMEER will not be responsible for any delay, loss or non receipt of the bid sent by post/courier. A bid sent through any other mode than as mentioned above will not be accepted.
- IV. The bidder shall ensure that each page of the tender and all other enclosures appended to it are signed and stamped by the person authorized to sign the

tenders, as a token of having read and understood the terms and conditions contained therein before filling the tender document for bid process.

- V. **Technical Bid & Price Bid** will be opened on the next day of the due date. Bids shall be opened by the Designated Evaluation Committee. Bidders or their duly authorized representative may attend if they wish.
- VI. Price Bids of only those bidders will be opened whose technical bids are found in order.

7. GENERAL INSTRUCTIONS :

- I. All the Tenders shall be prepared as per the prescribed format and submitted in accordance with instructions in the tender document.
- II. All entries in the tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached.
- III. Tenders will not be accepted after the time and date fixed for the receipt of tenders as set out in the Tender Notice or subsequent extensions, if any.
- IV. A bid submitted without EMD or incomplete bid will not be considered and the same will be rejected.
- V. Any conditional tender will not be accepted.
- VI. Any correction or alteration is not allowed in the Financial Bid.
- VII. The Highest bidder will be decided on the basis of total price value quoted inclusive of applicable taxes (if any).

8. LEGAL:

- i. SAMEER or any person authorized by it reserves the right to accept/reject any or all the tenders in part or full or divide the work among two or more parties without assigning any reasons therefore and, in such case, bidders shall not have any claim on the Office of SAMEER.
- ii. SAMEER shall not be responsible for any injury or death of any worker at site due to accident or malfunctioning of the equipment or by negligence of staff.
- iii. No payment will be made to the contractor for damage caused to him or his staff.
- iv. The individual/firm is responsible for proper entry of workman at the entry gate of SAMEER and should get registered them in entry register kept with the guard.
- v. No man power shall be engaged below 18 year of age.
- vi. It will be the responsibility of the contractor to meet transportation, food, medical and any other requirements in respect of the persons deployed by him. The Office shall not be responsible for any damages, losses, claims, financial or other injury to any person deployed by service providing agency during the course of their performing the functions/ duties, or for payment towards any compensation.

Terms & Conditions and General Information

1. The items can be inspected at **SAMEER IIT Campus, Powai, Mumbai 400076** during office working days on **08/05/2023 To 09/05/2023** , between **10.30 AM to 4.30 PM** and **SAMEER, EMC Center, Rain Tree Marg, Sector VII, CBD Belapur, Adjacent to Bharati Vidyapeeth, Navi Mumbai 400614** on **10/05/2023** between **10 AM to 4.30 PM**. For **Mumbai** the contact point for visit or for any inquiry would be **Smt. Madhuri Gawde, Store Supdt. Tel.: 022 25727276 / Shri Dinkar Hulwan, Tel. : 022-25727122**. For **Navi Mumbai** contact point for visit would be **Mr. Johnson D'souza Tel.:022-27593131**
2. All Taxes and Duties to be paid extra, as applicable, at the time of taking out the materials.
3. The sale shall be on 'As is where is basis'.
4. It is the responsibility of the bidder to assess the items properly before quoting. No further claims will be entertained after opening of the bids.
5. Bids received after the due date will not be entertained.
6. The amount of the bid shall be valid for a period of 90 days for acceptance from the date of opening of the bid.
7. The sealed offer must be accompanied by EMD.
8. Bidders cannot withdraw their offer once it is submitted to SAMEER-Mumbai. If they fail to execute the transaction, the EMD will stand forfeited.
9. **Bidder should have a valid license / Registration for the disposal of scrap including e-waste and Hazardous waste. Copy should be attached along with the tender.**
10. EMD of unsuccessful bidder will be returned within a reasonable Period.
11. EMD of successful bidder will be refunded after completion of the contract or may be adjusted in final payments from the bidder.
12. No enquiry of bidder shall be entertained once the material is lifted by them.
13. All labour, tools and equipment for loading the items from SAMEER shall be at the cost of the buyer. However, electric power and water shall be provided free of charge at one nearest possible point, if required, subject to availability.
14. The personnel employed for the disposal action (job) shall strictly obey the Safety Rules in force while working in SAMEER, Mumbai.
15. The job shall be done without damaging the premises / roads / drains etc. The buyer shall make good the damages, loss, etc., in the event of any damage.
16. Taxes, as applicable at the time of taking delivery of the items shall be at the cost of the buyer.
17. The successful tenderer with highest bid will be issued a sale order and shall have to make Security Deposit and full payment for the cost of the scrap plus taxes in the form of Demand Draft / NEFT, in advance within 7 days from the receipt of Sales order. Any additional payment, if required, shall be made to SAMEER, Mumbai, before taking delivery of the material.
18. In case the bidder fails to pay the full amount within 7 days of receipt of sale order, their EMD / Security Deposit is liable to be forfeited and their bid will be cancelled.
19. The bidder will not be permitted to sort out the materials. The entire lot should be cleared as directed by the officer in charge.
20. Removal and transportation of materials shall be done only during working hours of SAMEER. No materials will be allowed to go out after 5:30 PM on week days. Similarly, no materials will be allowed to go out on Saturdays, Sundays and Holidays.
21. The material shall be collected in trucks licensed to carry such products.

22. The buyer will arrange to remove the materials sold to him within the stipulated period. **Left out waste material should be dumped at debris place as directed by the Committee. Security Deposit will be kept on hold till the scrap place is get cleaned.**
23. No other material should be removed from the site.
24. The bidders are required to indicate their PAN Number in their offer since it has been made mandatory by I.T. Department.
25. SAMEER, MUMBAI also reserves the right to accept/reject the offers or cancel the whole tender proceedings without assigning any reason whatsoever. The decision of SAMEER, MUMBAI will be final and binding on the bidder(s). BIDDERS are not entitled to claim any damage or compensation in case of such cancellation.
26. Jurisdiction: The disputes, legal matters, court matters, if any shall be subject to jurisdiction of the courts located at Mumbai.
27. The resultant contract shall be subject to the Indian laws.
28. **Date and Timing for opening Tender :** Next working day after due date.
29. **Corrigenda:** Corrigenda, if any, to this tender will be published on our website www.sameer.gov.in. The bidders are advised to check our website, before submitting the bid.

PART 1 - TECHNICAL BID

Note: Documentary evidence is required to establish fulfilment of all conditions mentioned herein.

- 1. EMD : Rs.50,000/-**
(Details of DD amount, Bank name, DD No. or UTR No)

- 2. Name of the Company/Firm/Agency/Individual :**
The Bidder Company/Firm/Agency should have been registered under the law as applicable, to remove the scrap including e-waste and hazardous waste.
(Attach relevant documents for Registration Details).

- 3. Address of Office :**

- 4. Name and mobile number of contact person :**

- 5. PAN Number :**
Attach a copy of the PAN.

- 6. GST Number :**
Attach a copy of the GST No.

- 7. Vendor's Bank Details**
 - A. Name and address of the Bank :

 - B. Account Number :

 - C. IFSC Code :

8. Whether the Bidder Company/Firm/Agency blacklisted by any Government or PSU : Y / N

9. The Bidder Company/Firm/Agency shall agree to take part contract : Y / N

10. Tender document duly stamped and signed on each page for accepting the Terms and Conditions mentioned in it.

Name , Sign and Seal of Company/Individual

PART 2 - PRICE BID

Price should be quoted on letterhead as per format given below :

A. Scraped items at SAMEER, Mumbai

SN	Lot Number	Description	Location
	LOT NO.1	Metal Fixtures and Frames, Broken Transformer, Street Light Poles, Rusted Pipes & Rods, M.S.Rack, Plastic Water Tank etc.	Workshop Scrapyard
	LOT NO.2	Metal Scrap of Consumable/General Items, Metal Fixtures, Frames, Window Frames, Gas Stove Stand, Water Pumps, Metallic Roof Sheets, Empty Tins, Plastic Items, Empty 200 Ltr. M.S.Drums, Broken Nets, M.S. Ladder, S.S. Cable Tray Aluminium Wires, M.S.Racks, Painting Drums 20 Ltrs. PVC Hose Pipe, Aluminium Ladder, Tubelights, Junction Boxes, Tubelight Fittings etc.	Behind 'B' Block
	LOT NO.3	OFHC Copper Chips & Mixed Chips etc.	Main Building Fitting Shop

Total Price in figure Rs. _____ /-

In Words (Rupees _____)

GST and TCS (Tax Collected at Source) EXTRA, as applicable.

Name , Sign and Seal of Company/Individual

B. Scraped items at SAMEER, Navi Mumbai

SN	Lot Number	Description	Location
	LOT NO.1	Discarded Metal items, Frames, Old Scrap Gantry & Component Etc.	Outside Assembly Hall
	LOT NO.2	Discarded Gantry	Inside Assembly Hall

Total Price in figure Rs. _____ /-

In Words (Rupees _____)

GST and TCS (Tax Collected at Source) EXTRA, as applicable.

Name , Sign and Seal of Company/Individual