



INSTITUTE FOR DEFENCE STUDIES AND ANALYSES

**No 1 Development Enclave, Rao Tula Ram Marg,
Delhi Cantt, New Delhi – 110 010**

Ph. No., 26717983 Extn.:7321 Fax.

No.26146833,

Email: estatecell.idsa@yahoo.com

To,

IDSA/SCRAP/EM/2018 Date: Aug 2018

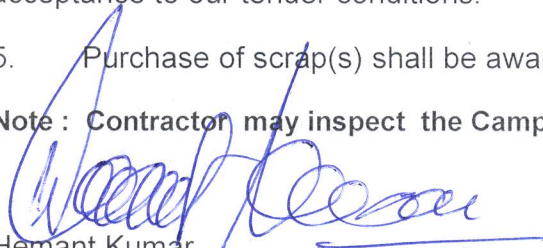
Sub: Sealed Quotations for Disposal Of Obsolete / Scrap Materials

Institute for Defense Studies and Analyses (IDSA), Rao Tula Ram Marg, Delhi cant., New Delhi - 110010, invites SEALED Quotations from eligible bidders for Disposal of the obsolete/scrap items like building hardware including Batteries/Electronic etc. waste "as is where is basis" as per the details and terms & conditions given in the tender document. Interested Bidders may download the detailed Document either from <http://www.idsa.in> or collect it from 23.08.2018 to 13.09.2018 from our above mentioned address between 10.00 am and 5.00 pm on all working days.

The details of the tender as below:-

1. Last Date for Submission of Tender on **13.09.2018 by 3.00 pm**
2. Earnest Money Deposit **Rs.5,000/-**(Refundable) (Rupees Five Thousand Only) by Demand Draft in favour of IDSA, payable at New Delhi.
3. Tenders Ref. No. will be opened on **13.09.2019 at 3.30 PM.**
4. Date of Inspection of Scrap Items Between **23.08.2018 and 13.09.2018** .The Tender may be submitted in accordance with terms and conditions of our tender on above mentioned date and time in sealed cover superscribed with the tender number and its due date. Please sign all the pages of Tender Form and Terms & Conditions of **Annexure A,B&C** as a token of your acceptance to our tender conditions.
5. Purchase of scrap(s) shall be awarded to highest bidder.

Note : Contractor may inspect the Campus & assess its before bidding the tender.


Hemant Kumar
Estate manager, IDSA

21/8/2018

Annexure A

Terms and Conditions and General Information

1. The bidders are required to submit a self-attested copy of the following documents along with tender document:-

(i) The bidder should be registered with Central/State Pollution Control Board and should have the valid license for collection of E-waste/goods as per implementation of E-waste rules 2011. A copy of the License should be enclosed along with the offer. Non submission of a valid license will render the tender as invalid and will be rejected.

(ii) Copy of PAN and GST registration.

(iii) Copy of address proof (preferable Aadhaar Card)

2. The items can be inspected at our office during office working hours between 23.08.2018 and 13.09.2018. List of items is tabulated below:-

<u>Sno</u>	<u>Descriptions of Items</u>	<u>Quantity</u>
(i)	Engine Oil (used)	1500 Ltrs
(ii)	UPS(APC)	02
(iii)	Batteries 12 V,7HA	06
(iv)	Battery 24 V,12AH	01
(v)	Plastic doors	12
(vi)	Sanitary Fitting(Mixed)	25
(vii)	Old tube lights	1000 Pcs
(viii)	Exhaust fans 6"	06
(ix)	Old wire Mesh net (for doors)	300 Sqm
(x)	Old door closer	20 Pcs
(xi)	Geyser unit	10 Pcs
(xii)	Water Tank 10000 Ltrs capacity	01

NOTE :- You are requested to quote the lump-sum rate of the aforesaid items at IDSA premises including Kabari store on as is where basis as per Annexure C. The successful tenderer will have to remove the material within one week of Award of Contract.

3. Any tax liability (if any) shall be borne by the bidder.

4. The sale shall be on 'as is where is basis" including removal of scrap from the site.

5. 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.

6. The price bid cover duly sealed should be superscribed as "Quotation for Disposal of Scrap" and addressed to The Estate Manager, Institute for Defense Studies and Analyses (IDSA), No.1 Development Enclave, Rao Tula Ram Marg, Delhi cantt., New Delhi -110010, and may be delivered in the office, by hand in the tender box kept at Office reception before the due date.

7. Bids received within the due date only will be entertained.
8. The bid should be valid for a period of 60 days for acceptance from the date of opening of the bid.
9. The sealed offer must be accompanied by EMD of Rs.5,000/- (Refundable) (Rupees Five Thousand Only) by Demand Draft / Pay Order in favour of IDSA payable at New Delhi. The offer without EMD shall not be considered. The EMD shall bear no interest and would be refunded once the sale order is issued and material removed from site.
10. Bidders cannot withdraw their offer once it is submitted.
11. No enquiry of bidder shall be entertained once the material is lifted by them.
12. The list of items shown is indicative, IDSA reserves the right to add/delete/modify as found necessary.
13. All labour, tools and equipment for loading the items from IDSA Site to buyer's trucks with all leads, lifts, etc., shall be at the cost of the buyer.
14. The personnel employed for the disposal action (job) shall strictly obey the Safety Rules in force while working in IDSA.
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 occurrence otherwise.
16. Taxes, as applicable at the time of taking delivery of the items shall be at the cost of the buyer.
17. The quantity of the items indicated in the list is approximate and sale will be effected at actual at the time of tendering.
18. The successful tenderer with **highest bid** will be issued a sale order and shall have to make full payment in the form of Demand Draft.
19. In case the bidder fails to pay the full amount within 7 days of receipt of sale order, his EMD is liable to be forfeited and his bid will be cancelled.
20. The bidder should take delivery of the items within 7 days from the date of Sale Order.
21. The bidder will not be permitted to sort out the materials. The entire lot should be cleared as directed by the officer in charge.
22. Removal and transportation of materials shall be done only during working hours of IDSA. No materials will be allowed to go out after 5.00 PM on week days. Similarly, no materials will be allowed to go out on Sundays and Holidays.
23. The material shall be collected in trucks licensed to carry such products.
24. The buyer will arrange to remove the materials sold to him and clear the site within the stipulated period mentioned in delivery period.

25.No other material should be removed from the site.

26.The bidders are required to indicate their PAN Number / GST Number in their offer since it has been made mandatory by I.T. Department.

27.IDSA also reserves the right to accept/reject the offers or cancel the whole tender proceedings without assigning any reason whatsoever. The decision of IDSA will be final and binding on the bidder(s). BIDDERS are not entitled to claim any damage or compensation in case of such cancellation.

28. All question, disputes or differences arising under, out or in connection with this bid, shall be subject to decision of Director General (DG), IDSA. Decision of DG, IDSA will be final and binding to all.

29. Jurisdiction: The disputes, legal matters, court matters, if any shall be subject to Delhi, NCR jurisdiction only.

I have understood the terms and conditions given above and in case the bid is accepted, we shall abide by the terms and conditions as referred above without any further cause or reason. I/We accept all the terms and conditions contained in IDSA Tender for Disposal of Obsolete/Scrap Materials.

Signature of the authorized person with seal of the offer.

Instruction to Bidders

1. Quotations are to be submitted in sealed cover super scribing the tender details and should be submitted within the last date and time specified above.
2. Tenders shall be submitted in the Price Format forming part of the tender enquiry.
3. The tender should be valid for a period of Sixty (60) days from the date of opening the bids.
4. The tender shall be written legibly and free from erasing and over-writing. Rates should be written both in words and in figures. In case there is any discrepancy found with amount in words and figures, the higher amount quoted will be considered.
5. Tenders submitted without fulfilling the above and in contravention to the tender notice are liable to be rejected.
7. The Tender Notice and connected Annexures shall form part of the contract.

**SECTION III
PREQUALIFICATION INFORMATION
LETTER OF TRANSMITTAL**

From:

To,
The Estate Manager
IDSA

Subject: Disposal of obsolete / scrap materials

Sir,

Having examined the details given in tender press Notice and tender document for the above work, I/we hereby submit the quotation and other relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms **A to C** and accompanying statement are true and correct.
2. I/We have furnished all information and details necessary for tender and have no further pertinent information to supply.
3. I/We submit the following documents in support of registered with Central/State Pollution Control Board with valid license.
 - (a) A copy of the License.
 - (b) Details of MD of Rs. 5000/- in appropriate form.
 - (c) I/We have visited the site and assessed the scrap.
 - (d) PAN
 - (d) GST No.
 - (e) Address proof (Preferable Aadhaar Card)

Enclosures.

Seal of applicant

Date of submission

Signature(s) of Applicant(s)

With seal

(FINANCIAL BID)

FOR DISPOSAL OF OBSOLETE / SCRAP MATERIALS

1. Name of the Tender/Company/Firm Address:

2. ID proof of address/Residence:

3. Amount in (Rs.) Offered (In Figure):

4. Amount in (Rs.) Offered in (Words):

Note: You are requested to quote the lump-sum rate of the aforesaid items, 'on as is where basis'. The successful tenderer will have to remove the material within 7 days from the issue of sale order.

Signature of the
authorized person with
seal of the offer.