



MANOHAR PARRIKAR INSTITUTE FOR
DEFENCE STUDIES AND ANALYSES

मनोहर पर्रिकर रक्षा अध्ययन एवं विश्लेषण संस्थान

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

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MP-IDSA/EM/DISPOSAL OF SCRAP/2018

Date: 08 Aug 2023

QUOTATION FOR LIFTING OF SCRAP/UNSERVICEABLE ITEM

Quotation are invited from bonafide and experienced Firm/ Contractor for "Lifting of Scrap/unserviceable items at MP-IDSA premises located at, No. 1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi -110 010 as per details given in formats. Debris

Detailed tender is available from the date of publication at <https://www.idsa.in>. The bidders should download and then send duly signed Quotation form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their bids latest by **31 Aug 2023** by 1500 hrs. Hard copies of the relevant documents also to be submitted along with (1) Demand Draft for Rs. **5000/- (Rupees Five thousand only)** in favour of "MP-IDSA" payable at New Delhi as Earnest Money Deposit and (2) all documents signed and stamped, which shall be submitted in sealed cover addressed to the **Assistant Director, MP-Institute for Defence Studies and Analyses**, may be sent at the Institute's address mentioned above either by Speed Post / By hand delivery at Tender Box kept at the Reception Office, to reach on or before **1500 hrs, 31 Aug 2023** duly mentioning on top right hand corner of the sealed envelope "EMD and any other supporting documents for "Lifting of Scrap/Unserviceable items".

MP-IDSA reserves the right to accept or reject any or all quotations including the lowest bidder without assigning any reason at its sole discretion and the decision of the MP-IDSA will be final and binding to all concerned.

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


Col. Rajeev Agarwal (Retd.)
Assistant Director (Admin.)

Tender for Lifting of Scrap/Unserviceable items

MEMORANDUM OF WORK IN BRIEF

1	Name of work	Lifting of Scrap/Unserviceable items
2.	Cost of Document	Free of Cost
3	Earnest Money	Rs.5000/-
4.	Validity period	90 days
7.	Publish Date & Time	16.08.2023 by 1000 hrs
8.	Submission Start Date & Time	16.08.2023 by 1030 hrs
9.	Inspection of Items	16.08.2023 on all working day between 1030 hrs to 1530 hrs till submission end date.
10.	Quotation Submission End Date	31.08.2023 by 1500 hrs.
11.	Quotation Opening Date	01.09.2023 by 1130 hrs.
12.	Mode of Sending	EMD and relevant documents of In sealed cover by Speed post/Hand Delivery in the tender box kept at reception.


Col. Rajeev Agarwal (Retd.)
Assistant Director (Admin.)

Signature of bidder
Name :

Company seal
Date

**MP-Institute for Defence Studies and Analyses
No. 1 Development Enclave, New Delhi-110010**

No. IDSA/EM/DISPOSAL OF SCRAP/2018

Dated: Aug 2023

To,

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SUBJECT: QUOTATIONS FOR LIFTING OF SCRAP/UNSERVICEABLE ITEM

Dear Sir(s),

Quotations are invited for Lifting of Scrap/unserviceable Items in one single lot as per description given at **Annexure-'A'**. Other Terms & Conditions of the order shall be as follows: -

1. Bid Details: Invitation of the Bid from the Interested Person / Party / Agency in Single Bid System for Selling / Disposing its Unserviceable / Obsolete / Broken / Scrape in Single Lot - **As is where is Basis**.
2. The bid shall remain valid for 90 days after the date of bid opening. If any bidder withdrawn his/her tender before the said-period shall without prejudice to any other right or remedy, be at liberty to forfeit the Bid Security absolutely.
3. The bidders may inspect the items on predetermined dates and satisfy themselves about the items they are bidding for, as the items condition is on "**As-Is-Where-Is basis**".
4. The Quotation should be submitted in sealed covers. Open Quotation will be rejected.
5. Taxes and duties that may be levied by the Govt. will be extra as applicable and shall be borne and deposited by the highest successful bidder before lifting of material. GST as applicable will have to be deposited by the highest bidder over and above the bid amount before lifting the material.
6. The bidder may inspect the material from 16 Aug 2023 to 31st Aug 2023 between 10:30 am to 16:00 pm to satisfy themselves about the quality & condition of the materials offered. No complaint whatsoever will be entertained after the tenders are submitted or before or after materials are lifted. No request for samples or inspection after submission of the tender will be accepted.

7. Tenders should clearly quote their rates for total items enlisted in the Annexure A as asked for both in figures and in words exclusive of any taxes and duties. Any overwriting in rates or any change and/or alteration without attestation is liable to culminate in the outright rejection of the tender. In case there is any error between the amount specified in figures and words, the higher of the two will be taken for consideration.
8. The offer price shall be quoted for each category of the scrap "as is where is basis". The items shall be sold in complete single lot to the **H1 bidder** i.e. the bidder that offers Highest Price.
9. **EMD Payment:** The bidder shall required to submit the Earnest Money Deposit (EMD) for an amount of Rs. **5000/- (Rupees five thousand only)** by way of FDR/Demand drafts or Bank Guarantee only. The demand drafts /FDR or Bank Guarantee shall be drawn in favour of " MP-IDSA ".
10. The EMD of the successful bidder shall be returned after the successful submission of Bank Guarantee/ Security Deposit and for unsuccessful bidder(s) it would be returned after award of the contract, without any interest.
11. **Mode of Payment:** On receipt of the Letter of Award, the successful bidder shall be deposit 100% of the contract value in the form of DD from Nationalized Bank or NEFT within 10 days. The Security deposit shall be valid for a period of 30 days beyond the lifting of scrap period. Security deposit shall be returned within 10 days after successful completion of process.
12. The materials has to be lifted **within 5 working days (except Saturday/ Sunday/Holiday)** after making of full and final payment by the highest successful bidder. In case the material is not lifted within the time specified, ground rent of Rs. 1,000/- (Rupees One thousand only) per day will be charged. The materials not so removed will be treated as abandoned lots and the Security deposit/EMD will be forfeited without any reference to the purchaser. For such abandoned lots, MP-IDSA has reserves the right to re-sell.
13. The materials will be allowed to be lifted between 10:00am to 5.00pm on working days. No picking, choosing or sorting will be allowed in the premises for the disposal lots. No lifting and cutting of material will be allowed on holiday/ Saturday/Sunday in any circumstance.
14. Labour, transport and other arrangements will have to be made by the purchaser at their risk, cost and responsibility.
15. The material will be disposed-off in a single lot and the bidders will have to submit price for complete lot.

16. The tenders duly completed as per the instructions given herein will be submitted latest by 1500 hrs on 31st Aug 2023 in sealed envelope containing bid document should be super-scribed as "Quotations for Lifting of Scrap/Unserviceable Goods" and addressed as mentioned in NIT.
17. MP-IDSA reserves the right to Cancel the Tender of Lifting of Scrap/Unserviceable Goods or withdraw any lot or part thereof from the sale without assigning any reason thereof.
18. Each page of tender document should be signed by the bidder (s). Incomplete and unsigned tenders are liable to be rejected.
19. Consolidated total price should be quoted in the prescribed format under ANNEXURE-C.
20. Eligibility / Qualification Criteria:-
 - i) The bidder should possess a registration as a firm under Proprietorship / Partnership or a firm, with any Government Authority. (Certificate issued by Shops and Establishment registration or Service Tax (GST) Registration or any other issuing Authority).
 - ii) All bidders must enclose GST registration certificate along with the tender documents.
 - iii) Copy of PAN
 - iv) Copy of address proof
 - v) proof of scrap lifting from any organization.
21. Successful bidder has to lift the materials in peaceful manner without making noise and disturbance to the Office. Bidder has to present in person during the lifting process. Agents will not be allowed.
22. No subletting shall be permitted.

Annexure A**List of Scrap/Unserviceable Item**

SNO	Description of Items	Quantity
1	Engine Oil Used	400 Ltrs
2	Unused redundant items (Electrical items, carpentering , plumbing items exhaust fan flap etc.)	01 Lot
3	Wood waste	50 KGS (Approx.)
4	Dismantled Iron Frame	400 KGS (Approx.)
5	Sanitary Fittings	08

Form of Quotation

To,

**MP-IDSA
No 1, Development Enclave
Rao Tularam Marg, New Delhi-110010.**

Sir,

Name of work: Lifting of Scrap/Unserviceable item .

1. Having visited the site condition and examined the conditions of contract, specifications and schedule of quantities for the above named work, we offer to undertake and complete the whole of subject work in conformity with the said conditions of the contract and schedule of quantities of this quotation.
2. We undertake to complete and deliver the whole of the work comprised in the contract within the time limit.
3. We have independently considered the amount of liquidated damages shown in the appendix hereto and agree that it represents fair estimates of loss likely to be suffered by you in the event of the works not being completed properly.
3. Unless and until a formal agreement is prepared and executed, this quotation together with your written acceptance thereof shall constitute a binding contract between us.
5. We understand that if our quotation is accepted, we are to be jointly and severally responsible for the due performance of the contract.

Dated Day of

Signature.....In the capacity of
Duly authorized to sign for and on behalf of.....
Name and address of the tenderer.
(IN BLOCK CAPITALS)

Tender No. _____

Name & Address of the Bidder: _____

Telephone Number: _____

Details of EMD:

Name of the Bank: _____

DD/Pay Order No. _____ Date & Amount in Rs. _____

1. I/We declared that I / my representative have inspected the Scrap items as per the list attached (Annexure –A) with tender and am/are interested to purchase the same on "As is where is basis".

Total Amount Rs.(In Figure)

Total amount (Rs) in word
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2. 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 the MP-IDSA.

3. I hereby also declare that the firm is registered Pollution Control Committee Govt. as authorized recycler /re-processor and having environmentally sound management facilities for collection, disposal/recycling of scrap/ e-waste.

4. In case of a tie between H-1 Bidders, the two or more firms offer the same overall rates, successful bidders will be selected through draw of lot. All bidders has to abide by the standard procedure followed for this purpose. If the bidder create unnecessary ruckus the EMD shall be forfeited.

5. The Competent Authority has reserves the right to award full order or any part (splitting of order) to any successful agency (ies) at its discretion which shall be binding on the bidders.

Note: Agencies without having registration and authorization will be not allowed to participate in the bid and the bid will be summarily rejected.

(Signature of the Bidder