

**TAMILNADU TRADE PROMOTION ORGANISATION,
CHENNAI TRADE CENTRE,
NANDAMBAKKAM, CHENNAI – 600 089**

NOTICE INVITING TENDER

No:372/ENGG/TNTPO/2018 dated 14.12.2018

**TENDER DOCUMENT FOR
DISPOSAL OF SCRAP AC UNITS**

“AS IS WHERE IS BASIS”

IN

**CHENNAI TRADE CENTRE COMPLEX,
NANDAMBAKKAM,
CHENNAI – 600089**

**TAMILNADU TRADE PROMOTION ORGANISATION,
CHENNAI TRADE CENTRE,
NANDAMBAKKAM, CHENNAI – 600 089**

Tamil nadu Trade Promotion Organisation invites sealed tenders, in the enclosed format from eligible bidders for Disposal of the scrap AC Units “as is where is basis” as per the details and terms & conditions given in the tender document.

The sealed tenders along with proof of Registration Certificate of GST, PAN should reach the Managing Director, Tamilnadu Trade Promotion Organisation, Chennai Trade Centre Complex, Nandambakkam, Chennai- 89 on or before **24/12/2018** up to **3.00 p.m.** by post or by hand delivery and same will be opened on the same day **at 3.30 pm** itself in the presence of the tenderer or his/ her representatives if they chose to attend. Late/delayed tenders received, due to any reason whatsoever will not be accepted under any circumstances.

In case, bidders need any clarification/assistance may contact AEE(Electrical) on any working day during the office hours and can be contacted at 044-22316033.

1.	Name of the work	Disposal of scrap AC units “as is where is basis” in Chennai Trade Centre Complex. (Split Air Conditioners- 17 Nos. of Indoor and 20 Nos. of outdoor units) (AC units with Different brands & models)
2.	NIT No	372/ENGG/TNTPO/2018 dated 14.12.2018
3.	Cost of Tender documents	The tender documents are to be downloaded either from the Tamilnadu Trade Promotion Organisation’s website at www.chennaitradecentre.org from 15.12.2018, 10:00 AM onwards. If there is any difficulty in downloading the documents, same can be collected from the TNTPO’s office on any working day between 10:00 AM to 5:00 PM till 20.12.2018, 5:00 PM. Payment of Rs.500/- plus GST has to be made towards the cost of tender documents.
4.	Date of Inspection of Scrap Items	On any working days from 15.12.2018 to 21.12.2018 up to 1.00 pm on prior appointment only. Please contact AEE(E) at 044-22316033
5.	Last date and time for receipt of completed Tenders	24/12/2018 up to 03.00 PM
6.	Date and Time of Opening	24/12/2018 at 03.30 PM
7.	Amount of Earnest Money Deposit (EMD)	Rs.2,000/-
8.	Period of completion	10 days

The TNTPO reserves the right to accept or reject, wholly or partly, any or all the applications without assigning any reason whatsoever. TNTPO’s decision in this regard will be final and binding on all applicants.

Managing Director,
TNTPO

**TAMILNADU TRADE PROMOTION ORGANISATION,
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INSTRUCTIONS TO THE TENDER:

1. The intending bidder must read the terms and conditions carefully. He/she should only submit his bid if he/she considers himself eligible and he/she is in possession of all the documents required.
2. The sealed envelope must be superscribed "Disposal of scrap AC units 'as is where is basis' in CTC Complex" with tender inquiry number and its due date addressed to The Managing Director, Tamilnadu Trade Promotion Organisation, Chennai Trade Centre, Nandambakkam, Chennai-89.
3. The tender document should be filled in English and all entries should be typewritten or handwritten but there should not be any overwriting or cutting. Corrections, if any, shall be made by neatly crossing out, initialing, dating and rewriting.
4. The price/rate quoted should be indicated in words as well as in figures. If there is a discrepancy between words and figures, the higher amount shall be considered as valid. If the tenderer does not accept the correction of the errors, the bid shall be rejected.
5. All pages provided in the tender document shall be numbered, signed and submitted as a package along with covering letter on agency's/firm's letter head with signed and sealed before their submission.
6. Rates should be quoted as shown in format schedule.
7. Tenders qualified by such vague and indefinite expressions such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly.
8. At any time, prior to the date of submission of bids, TNTPO for any reason, whether at its own initiative or in response to clarification(s) sought by prospective bidders, may issue clarifications by amending the bid documents. All such amendments shall be notified and intimated by mail to all the tenderers. All such amendments have to be considered as mandatory constituent part of the tender document.
9. The tenderers shall fill up the (Part I) in prescribed format and submit the same duly signed on all pages and sealed as a token of their acceptance. Incomplete tenders i.e. "Part-I" without cost of tender documents, EMD, all the supporting documents and duly filled in, copy of Registration Certificate of GST & PAN, signed and stamped with official seal in all the pages will be rejected straightway without any reference to the tenderers.
10. The tenderers shall quote their lumpsum rate in the mentioned schedule (Financial Bid) and submit the same duly signed and sealed. Overwriting in the Financial Bid is not permitted and shall be rejected straightway without any further reference.

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11. Conditional tenders shall not be accepted.
12. Tenders submitted via electronic transmission or through e-mail shall not be accepted.
13. In case the last date of receipt/opening of tender is declared as a holiday, the tenders shall be opened on the next full working day.
14. The successful tenderer with highest bid will be awarded. The authorities of TNTPO do not bind themselves to accept mere highest tender and reserves the right to reject or accept any or all tenders wholly or partially without assigning any reason whatsoever.
15. The bids shall be valid for a period of 60 days from the date of opening of the tender.
16. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
17. Tender is not transferable. One tenderer shall submit only one tender.
18. Tenderer signing the tender must clearly, specify whether he/she is signing as Sole Proprietor, Authorized person, Partner, under Power of Attorney or as Director/ Manager/Secretary etc., as the case maybe.
19. In case the tenderer fails to submit any of the required documents as per tender document or found unsuitable to execute the tendered job shall not be considered and shall be rejected straight away without any further reference.
20. The successful contractor shall not transfer wholly or partially the order of work to any other person(s) / firm / company for any reason whatsoever and in which case the order shall automatically stand cancelled.
21. Tender document submitted by the participants should be concise and contain only relevant information as required under this tender.
22. The participant would be responsible for all of its expenses, costs and risks incurred towards preparation of the tender document, attending any pre-bid meeting and visiting the site or any other location in connection therewith. TNTPO shall, in no case, be responsible or liable for any such costs whatsoever, regardless of the outcome of the tender process.

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GENERAL TERMS AND CONDITIONS:

1. The successful tenderer shall clear materials within 7 (Seven) working days from the date of award of work. The duplicate copy of the award letter duly signed with official stamp on all the pages to be submitted as a token of acceptance of the order.
2. Some restrictions may be imposed by the security staff etc., on the working and for movement of labour, materials etc. The tenderer shall be bound to follow all such restrictions/instructions and nothing extra shall be payable on this account.
3. All Taxes and Duties to be paid extra, as applicable, at the time of taking out the materials. Taxes, as applicable at the time of taking delivery of the items shall be at the cost of the tenderer.
4. The sale of scrap AC Units shall be on 'as is where is basis". (Split Air Conditioners- 17 Nos. of Indoor and 20 Nos. of outdoor units)(AC units with Different brands &models)
5. The condition of the AC Units can be inspected physically on any working days from 15.12.2018 to 24.12.2018 up to 1.00 pm on prior appointment only. Please contact AEE(Electrical) at 044-22316033 between 09:00 AM to 5:00 PM.
6. 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.
7. The list of items shown is indicative, TNTPO reserves the right to add/delete/modify as found necessary.
8. All labour, tools, Vehicles and equipment for loading & unloading moving out of the items from CTC campus shall be at the cost of the successful tenderer. Removal and transportation of materials shall be done only during working hours of TNTPO.
9. The personnel employed for the disposal action (job) shall strictly obey the Safety Rules in force while working in CTC campus.
10. The bidder will not be permitted to sort out the materials. The entire lot should be cleared as directed by the TNTPO authority.
11. No other material should be removed from the site.
12. TNTPO reserves the right to divide / split the order between more than one qualified bidders.

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13. The H1 bidder meeting the eligibility shall be awarded the contract. If the H1 bidder fails to take up the work within the stipulated period, TNTPO may at its discretion to award the contract to the next lower bidder at the H1 price.

14. After making full payment only by successful tenderer, the material will be permitted to lift from the CTC Complex.

15. General Terms of payment:-

a) The rate quoted should be Lumpsum.

b) Tender should be submitted in sealed cover along with the Earnest Money of INR 2000/- (Rupees Two thousand only). The EMD is to be furnished in the form of Account Payee Demand Draft/Banker's cheque from any of the Schedule Bank/ Nationalised Bank drawn in favour of Tamilnadu Trade Promotion Organisation payable at Chennai. In case of entities exempted from EMD, necessary certificate may be furnished. EMD in any other form will not be accepted as valid EMD. EMD submitted by other bidders will be returned within 7 days after the award of contract. No interest will be paid on the Earnest Money deposited with the TNTPO. Earnest Money deposit in respect of the successful tenderer will be retained with the TNTPO until entire work as per terms and conditions of the tender is completed. If the successful tenderer fails to take up the work strictly as per the terms and conditions of the tender, EMD shall be forfeited forthwith after cancellation of the concerned order.

c) Bidders cannot withdraw, rescinding their offer, once it is submitted to TNTPO. In case of withdrawal, rescinding their offer EMD stand forfeited.

d) No advance/part payments shall be accepted by TNTPO. The successful tenderer with highest bid will be issued an Order and shall have to make 100% full payment in the form of cash-INR/Demand Draft/RTGS/NEFT for the quantity at the rate plus taxes in advance within 5 days from the receipt of Order. The amount once paid will not be refunded or adjusted under any circumstances.

e) In case the successful tenderer fails to pay the full amount within 5 (five) days from the receipt of Order, his EMD is liable to be forfeited and his bid will be cancelled and the offer will be treated as withdrawn.

f) The successful tenderer should take delivery of the items within 10 days from the date of Order.

g) If successful tenderer fails to remove the materials within the stipulated time of ten days, the offer will become invalid and the EMD will be forfeited.

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h) The successful tenderer has to arrange to remove the scrap AC Units and clear the site within the stipulated period mentioned in delivery period.

i) Income Tax, GST whichever is applicable at the prevailing rates as applicable from time to time shall be deducted as per extant rules.

j) Revision of rates will not be permitted for any reason including during the extended period.

16. **ARBITRATION CLAUSE:** - In the event of any dispute arising out of or in connection with this tender/contract/work order, whether during the subsistence of the contract or thereafter, the matter shall be referred to the Managing Director, TNTPO or any other officer nominated by the Managing Director, TNTPO for arbitration whose decision shall be final and binding on the parties. The proceedings before the Arbitrator would be governed by the provision of the Arbitration and Conciliation Act, 1996.

The Courts of Chennai will have exclusive jurisdiction for any issue/ dispute arising out of or in connection with the contract including relating to the arbitration proceedings.

Managing Director,
TNTPO

**TAMILNADU TRADE PROMOTION ORGANISATION,
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COMPANY PROFILE

(Part-I)

NIT No. 372/ENGG/TNTPO/2018 dated 14.12.2018

Date:

To
The Managing Director,
Tamilnadu Trade Promotion Organisation,
Chennai Trade Centre,
Nandambakkam,
Chennai – 600 089.

Dear Madam,

SUB: Disposal of scrap AC units “as is where is basis” in Chennai Trade Centre Complex, Chennai-89
(Split Air Conditioners – 17 Nos. of Indoor and 20 Nos. of outdoor units)
(AC units with Different brands & models)

With reference to your tender enquiry cited above, we are pleased to enclose our Company Profile (Part-I) for your kind consideration (as per prescribed format).

i	Name of the agency/Contractor	:	
ii	Mailing address of the agency with PIN Code	:	
iii	Status of the Agency: Proprietor/Partnership/ Regd. Company /Co-op. Society	:	
iv	Contact details	:	
	Telephone numbers(s)	:	
	Fax number(s)	:	
	E-mail address	:	
	Website	:	
v	GST registration No	:	
vi	PAN No.	:	
vii	Cost of Tender documents	:	
viii	E.M.D. Details	:	
viii	Bankers and their address along with type of Account & Account No	:	

We confirm that we shall abide by all the tender conditions and we do not have any additional conditions.
Thanking you,

Yours faithfully,

Signature with date and name of the signatory

Name of the Agency

(Seal of the agency)

Note: You may please attach a separate sheet as annexure for providing the details

Signature with Name and Seal of tenderer

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FINANCIAL BID DOCUMENT

(Part-I)

NIT No. 372/ENGG/TNTPO/2018 dated 14.12.2018

Date:

To
The Managing Director,
Tamilnadu Trade Promotion Organisation,
Chennai Trade Centre,
Nandambakkam,
Chennai – 600 089.

Dear Madam,

SUB: Disposal of scrap AC units “as is where is basis” in Chennai Trade Centre Complex, Chennai-89
(Split Air Conditioners – 17 Nos. of Indoor and 20 Nos. of outdoor units)
(AC units with Different brands & models)

With reference to your tender enquiry cited above, we are pleased to enclose the Financial Bid (Part-II) for your kind consideration (as per prescribed format).

S. No.	Qty	Description of Item	Rate	Per	Amount
1	1 Lot	Disposal of scrap AC Units “as is where is basis” in Chennai Trade Centre Complex, Chennai- 89 (Split Air Conditioners-17 Nos of indoor and 20 Nos of outdoor units.) (AC units with Different brands & models)		Lot	
		GST			
		Total Amount			

(Rupees in words)

- We confirm that on being successful in the tender we would take up the work immediately.
- 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.

Signature with date and name of the signatory
Name of the agency with seal