

Tender for disposal of old and idle inventories of OAIC

THE ODISHA AGRO INDUSTRIES CORPORATION LIMITED

(A Government of Odisha Undertaking)

95, SATYA NAGAR, BHUBANESWAR-751007

Ph-0674-2570687, Fax-0674-570313

E-mail: oaicho@orissaagro.com

SHORT TENDER CALL NOTICE



Ref:-2556

date:-22.06.2018

Sealed tenders are invited for disposal of unserviceable office furniture & fixture, office equipments and Iron Truss and Scrap on "AS IS WHERE IS BASIS" lying at its head office campus at 95, Satyanagar, Bhubaneswar.

Cost of Tender Schedule	Sale of Tender schedule from-to	Last Date for submission of Tender	Date of opening of offers.
Rs. 560/- incls of Tax	22.06.2018 to 30.06.2018	30.06.2018 up to 3 pm.	30.06.2018 at 4 pm.

The intending tenderers may inspect the Store of the said items on any working day at head office Bhubaneswar. The tender document will be available in the office of the undersigned up to 1.00 p.m on all working days against payment of Rs.560/- per set in shape of cash/ DD drawn in favour of the Odisha Agro Industries Corporation Ltd., payable at Bhubaneswar. Tender document can also be downloaded from our website www.orissaago.com. The last date of submission of tender document is 30.06.2018 upto 3.30 p.m. and the tender shall be opened on the same day at 4.00 p.m.at the above given address.

Sd/-

MANAGING DIRECTOR
Odisha Agro Industries Corporation Ltd.

DETAILS OF ITEMS FOR DISPOSAL IN SHORT TENDER AND AMOUNT OF CAUTION MONEY TO BE DEPOSITED

SI No	Place of Store	Tender Schedule	Item	Caution Money to be deposited	Cost of tender Schedule (Non-refundable)
1	Head Office, OAIC, Bhubaneswar	I	Unserviceable office furnitures & Fixtures	Rs. 4,155/-	Rs.560/-
2	Head Office, OAIC, Bhubaneswar	II	Unserviceable office equipments	Rs. 1,720/-	
3	Head Office, OAIC, Bhubaneswar	III	Iron truss and scrap	Rs. 2,117/-	

Schedule – I

Unserviceable office furniture & fixture

Sl no.	Item	Qty in nos.
1	2	4
1	Wooden Table with drawer and self (4'X 2.5')	20
2	Wooden Table with drawer and self (4' X 3')	4
3	Iron Table with Wooden Top along with drawer and self (4' X 2')	8
4	Iron frame Table without Wooden Top along with drawer and self (5' X 3')	2
5	Iron frame Table with Wooden Top along with drawer and self (5' X 3')	2
6	Wooden Bench (6' X 2.5')	2
7	Wooden frame Chair with netting both back and base	22
8	Wooden cum Iron frame chair with netting both back and base	25
9	Executive chair with strong wooden frame along with foam and rexin covered base and back.	17
10	Unusable and idle Executive wheel chair with Iron frame and foam covered by rexin.	7
11	Computer Wheel Chair with foam	10
12	Executive Wooden Table Top and double base (6' X 4')	3
13	Wooden Almirah (3' X 4')	1
14	Plastic Chair	5
15	Wooden rack (3' X 1.5')	1
16	Broken Executive Table base only (6' X1.5')	1
17	Broken Executive Table base only (3' X1.5')	2
18	Computer table iron frame only	1
19	Iron table without Top (4' X 2')	1
20	Wooden Door (6' X 3')	1
21	Wooden Door (7' X 4')	1
22	Wooden Door (6' X 2 ½ ')	1
23	Wooden Door (7' X 3')	2
24	Wooden Door (6' X 4')	2
25	Wooden Door (6' X 4')	1
26	Wooden Door (7' X 4')	1
27	Chaukatha(Door post / Frame) (9' X 4')	1
28	Table top (5' X 3')	1
29	Table top (6' X 4')	1
30	Table top (7' X 4')	1
31	Wooden door with choukatha (6'X3')	1

Total offset price – Rs 83,100/-

Schedule – II

Unserviceable office equipment

Sl no.	Items	Qty in nos.
1	2	3
1	Type writer	14
2	Electronic Type writer	2
3	Ceiling fan	12
4	Stand fan(small)	2
5	Stand fan(Heavy duty)	1
6	Stencil Machine	1
7	Fax, Xerox cum printer(Samsung)(MF)	1
8	H.P(MF)laser jet 3050 print/scan/copy	1
9	Texmo pumpset(old) 5 H.P	1
10	Stabilizer (Manual)(90V- 230V) (1 KVA)	2
11	Stabilizer (Automatic)(90V- 230 V) (5 KVA)	2
12	Stabilizer(1 KVA)	1
13	Emergency bajaj tube light(20 W/10 A)	1
14	Symphony water cooler(1500)	2
15	Window A/C (1.5 ton)	5
16	Window A/C (1.5 Ton)Completely damaged	1
17	H.P laser jet 1020 plus	2
18	H.P laser jet 1108	1
19	H.P laser jet 1010	1
20	Samsung printer	1
21	H.P Scanner	1
22	Key board	8
23	UPS 600 VA(APC)	6
24	Super comp(600VA) UPS	2
25	CRT monitor	6
26	LED Monitor(15")	1
27	1100 VA UPS(NILINE)	1
28	Gas light(2kg)	1
29	Big CPU with keyboard	1
30	Water filter	1
31	Damaged printer	1
32	Gas cylinder	1
33	Floor mat(Big size)	2
34	Stencil (Mini)	1

Total offset price – Rs 34,400/-

Schedule – III
Un used Iron Truss and Scrap

Sl. No.	Items	Qty in kg
1	Iron Truss	2112.21
2	Miscellaneous /Kabadi materials /etc.	50

Total offset price – Rs 43,244=20

A. INVITATION TO SHORT TENDER NOTICE

1. Any individual or firm with valid G.S.T. registration and PAN may submit their tender.
2. The right of acceptance of Tender/ or award of contract rests with the Managing Director, Odisha Agro Industries Corporation who does not bind himself/ herself to accept the highest tender and who reserves the right to reject any or all the Tender (s) received without assigning any reason thereof.
3. No extension of time shall be allowed for submission of tender in any circumstances unless otherwise specifically extended by the Managing Director, Odisha Agro Industries Corporation Ltd by an official notice.
4. The tenderer shall carefully go through the tender documents and fully confirm him/ her/ themselves that the terms and conditions contained therein re proper before submission of the tender. If the tenderer finds discrepancies, omissions or has any doubt as to their meaning, He/ She/ They should atonce inform the Managing Director, Odisha Agro Industries Corporation Ltd., in writing and obtain clarification in writing prior to submission of the tender. Verbal clarification or information given by the Managing Director or any other employee of the Corporation shall not be binding on the Managing Director, Odisha Agro Industries Corporation Ltd.
5. No tenderer shall be entitled to claim any cost, charges and expenses incidental to or incurred by the tenderer throught or in connection of this tender, even though the Managing Director reserves the right to cancel/ withdraw or modify the tender at its own discretion without any prior notice and without assigning any reasons thereof.
6. The tenderer is required to furnish proof of identity like driving licence, passport, Aadhar Card and Voter ID etc to this along with a certificate to this effect in detail

B. DOCUMENTS TO BE ATTACHED

The interested tenderers should submit the documents duly signed in each and all tender papers with date and seal along with following self attested documents in a sealed envelope within the scheduled date and time, failing which the Tender shall be liable to rejected.

Sl No	Particulars	Page Nos
1	The tenderer is required to submit in types/ printed Tender document duly filled in & signed in the prescribed form/ format only	
2,	Proof of purchase of Tender document, i.e., Original Money Receipt of Rs.560 issued by the Head Office of OAIC. In case of downloading of documents from website a bank draft amounting to Rs.560 drawn in favour of “Odisha Agro Industries Corporation Ltd.” is to be attached towards the cost of tender documents.	
3	GST Certificate (Attach self attested copy)	
4	Valid Deed of partnership if any (Attach self attested copy)	
5	PAN Card (Attach self attested copy)	
6	Certificate of Registration as a firm/ society or certificate of Incorporation if any (Attach self attested copy(s))	
7	Proof of up-to-date Income Tax clearance certificate or proof of income tax return filed for last 3 years (Attach self attested copy)	
8	Caution Money Deposit as specified in the detail of the schedule is to be attached in shape of Bank draft drawn in favour of the “Odisha Agro Industries Corporation Ltd” payable at Bhubaneswar	

C. BID

1. Tenderers are to quote their offer price (inclusive of all applicable taxes) on as is where is basis in the schedule format enclosed at Annexure - I
2. The tender form shall be filled in clearly typed/ written in English & in Block capitals. No tender filled otherwise shall be considered.
3. While filling up the tender paper the tenderer shall not erase or overwrite. Any correction in filling of the tender form shall be made clearly & duly signed by the tenderer, otherwise the tender shall be liable for rejection.
4. The rate shall be offered for each schedule as specified in the tender form. Price quoted should be both in figure as well as in words. The price quoted should be inclusive of all applicable taxes and cost should not be less than the offset price.
5. The rate quoted by the tenderer shall remain valid for 120 days from the date of opening of the tender and shall not be subjected to any revision for any reason whatsoever. Tender containing stipulation as to variations in price may be rejected. Once the tender is accepted, the rate shall remain valid till 4 (four) months from the date of opening of the tender.
6. Managing Director, Odisha Agro Industries Corporation Ltd., Bhubaneswar or an officer authorized on his behalf reserves the right to negotiate with any tenderer, if felt essential. Request of tenderer for negotiation shall render his/ her/ their tender(s) liable for rejection.
7. The tender received after scheduled date & time would not be entertained.
8. Any tender containing clerical/ arithmetic mistake(s) may be rejected.
9. Each page of the tender document shall be signed by the tenderer. The tenderer shall sign the invitation to the tender, instruction to the tenderer, tender form, conditions of contract and all other specified annexure etc. in token of acceptance thereof. The signature of the tender form alone shall be deemed to be the acceptance of rates, specifications, terms & conditions stipulated in the invitation to the tender, instruction to the tenderer, tender form, conditions of contract, tender schedule & annexure specified etc. forming the part of the tender.
10. All signature shall be dated
11. The last date & time of receipt of tender and opening of tender are mentioned below:-

Scheduled Item	Last Date & time		
	Sale of Tender Document	Receipt of complete Tender	Opening of Tender Papers
Disposal of 1. Damaged office furniture & Fixtures. 2. Unservicable office equipments 3. Unused Iron truss & scrap	Sale of Tender Paper shall commence from 22.06.2018 to 29.06.2018 till 1.00 p.m.	Tender shall be received through Post/ Courier/ Drop Box kept in office at 95, Satyanagar, Bhuaneswar on or before 30.06.2018 up to 3.00 p.m.	Tender will be opened at 4.00 p.m. on 30.06.2018

12. The Tender will be opened on the date, time and venue as mentioned above in the presence of the tenderer or their authorized representative and the members of the "Tender Committee". If the said date is declared holiday by the Government of Odisha, the last date & time for submission and opening of the tender shall be respectively be the time as stated above on the immediate next working day.
13. Non-submission of documents/ particulars, tenders not giving full particulars/ not complying with any requirements as mentioned in the above paras shall be considered as incomplete & liable for rejection.
14. Any tender containing false information/ particulars shall be liable to be rejected and the tenderer may be debarred from any future dealing with the Corporation.
15. The successful tenderer who fails to deposit the Earnest Money and lift the materials on payment of cost within the time limit as per terms and conditions, will be black listed and would be barred to participate in future tenders of the Corporation and the Caution Money and EMD deposited shall be forfeited.
16. Canvassing in any form is strictly prohibited and tender(s) submitted by tenderer(s) resorting to canvassing will be liable for rejection.
17. The tender notice, invitation to tenderer, instruction to tender, tender form, condition of contract, tender schedule, annexure, the rate and amount quoted against the item of tender and covering letter, if any shall form part of the tender and the letter of intent awarding the contract shall form the contract.
18. Observation of above instruction on the part of the tenderer is strictly obligatory. However, the Managing Director, Odisha Agro Industries Corporation may in exceptional case may exempt a particular tenderer from observing one or more of the instructions/ stipulations on recommendation of the "Tender Committee".

19. Caution Money Deposit:

Caution Money of Rs.4,155/- for Schedule-I, Rs.1,720/- for Schedule-II and Rs.2,117/- for Schedule- III in shape of Bank Draft drawn in favour of “Odisha Agro Industries Corporation Ltd.” payable at Bhubaneswar is to be attached to the tender. No interest shall be paid on the Caution Money. The Caution Money of the unsuccessful tenderer shall be refunded preferably within 7 days after completion of this tender process. The successful tenderer (herein referred as Contractor is required to deposit the EMD within a period of 15 days from issue of letter of acceptance/ lifting order. In event of non deposit of EMD within the specified period may result in forfeiture of the Caution Money without prejudice to the right of the Managing Director, OAIC to such clarifications under terms and conditions. The Caution Money shall be forfeited in case of violation of the contract by the tenderer.

20. EARNEST MONEY DEPOSIT:-

The successful tenderer shall deposit 50% of tender accepted value as Earnest Money Deposit in shape of Bank draft in favour of “Odisha Agro Industries Corporation Ltd.” payable at Bhubaneswar within 7 days of receipt of communication of acceptance. The furnishing of EMD is a pre condition for issue of the lifting order. This deposit will not attract any interest.

21 LIFTING OF MATERIALS:-

- i. The release order for lifting of materials/ equipments shall be issued only after receipt of the full amount as per accepted tender and deposit of applicable taxes as applicable.
- ii. The materials released shall have to removed from the Corporaion premises within 15 days of issue of release order in presence of the authorized representative of the Corporation.
- iii. The Corporation shall in no way be responsible for any damage or pilferage etc after the period allowed for lifting and no claims on this account shall be entertained.
- iv. In case of failure in lifting of the materials within the prescribed time, ground rent @1% per day on the disposal value of item with a maximum limit of 30 days. In case of delay in lifting of disposed material beyond 30 days the entire amount paid by the concerned tenderer shall be forfeited

22. Filing of the tender form:-

The tenderer must quote the rates for any or all schedules on as is where is basis inclusive of all taxes in **Annexure- I**

23. The authority shall be no way responsible for any postal delays and tender received after the specified time shall not be considered. No incidental expensed would be allowed for submission of the Tender.

24. **PROCEDURE FOR SUBMISSION OF TENDER**

- a) The entire document is to be submitted duly filled and signed on each page.
- b) Tender is to submitted in a Sealed cover super-scribing "Short Tender for Used and Unserviceable Materials". The name and address of the tenderer is to mentioned on left side of this Sealed cover containing the tender.
- c) Conditional Tenders other than the conditions mentioned in the tender document will be liable for rejection.
- d) The sealed tender should reach at The Odisha Agro Industries Corporation Ltd., 95, Satyanagar, Bhubaneswar-751007 through post/ courier/ tender drop box kept at the above office on or before 30.06.2018 upto 3.00 p.m.
- e) Tenders received after the scheduled date and time shall not be entertained.
- f) Tenders will be opened at 4.00 p.m. on 30.06.2018 The tenderer or their authorized representative may remain present at the time of opening of the tender.

25. **DISPUTE SETTLEMENT**

- a. If any dispute, arise between the successful tenderer and the Corporation, the Chairman, Odisha Agro Industries Corporation Ltd. shall be the sole Arbitrator and the decision of the Arbitrator shall be binding on both the parties.
- b. The Managing Director, Odisha Agro Industries Corporation has all rights to accept or reject all or any tender(s) without assigning any reason thereof.
- c. Notwithstanding the place where this agreement is implemented, it is mutually undertaken and agreed by between the successful tenderer and OAIC that this Agreement shall be deemed to have been entered by parties concerned at Bhubaneswar and the Hon'ble High Court of Odisha, Cuttack shall have the jurisdiction to entertain the litigation if any arising out of this contract.

MANAGING DIRECTOR
Odisha Agro Industries Corporation Ltd.

SHORT TENDER FORM FOR DISPOSAL OF UNSERVICABLE OFFICE FURNITURE AND FIXTURES, OFFICE EQUIPMENT, TRUSS AND SCRAP

1. Name of the Tenderer _____
2. Detailed Office Address _____

3. Contact Details
 - a) Moblile No. _____
 - b) Land Line No. _____
 - c) Name. _____
 - d) e-mail id _____
4. Whether the tenderer has been blacklisted by the Govt. of India/ other PSUs/ any Ministry/ Agency of Govt. of India/ Any Department of Govt. of Odisha and/ or any deptts./ PSUs of other State. Pleas state the details.

OR

Submit Affidavit declaring being not blacklisted/ debarred by any Central/ State Govt. or Central/ State Agencies/ PSUs etc.

5. PAN No _____
6. GST No. _____
7. Name the State. Organisation 1 _____
Where the tenderer has worked
2 _____
3 _____
8. Annual Turnover of last 5 years (if any)
 - a. 2015-16 _____
 - b. 2016-17 _____
 - c. 2017-18 _____
9. Name of the Banker with address :

10. Account No. with IFSC Code :
11. Tender documents payment detail
- i. Money Reciept No. & Date
- ii. Value (Amount) :
12. Details of Caution Money
- i. DD No. & Date :
- ii. Bank Name : Branch_____
- iii. Value of DD :
13. Details of past experience if any in similar work
(Separate sheet may be attached if required)

I/We hereby declare that the information furnished herein are true to the best of my knowledge & I/ We further declare that in case the furnished information is false at any stage, OAIC will cancel the tender/ awarded order(s) without assigning any reasons thereof.

Date_____

Full Signature with office seal
of the Tenderer

ANNEXURE- I

RATE OFFER IN TENDER FOR DISPOSAL OF UNSERVICEABLE OFFICE FURNITURE & FIXTURES, OFFICE EQUIPMENT AND IRON TRUSS & SCRAP

Sl No	Description of items (Lots)	Quantity	Quoted Rate in Rs. (Figure)	Quoted Rate in Rs (in words)
1	Unserviceable office furniture & fixture	31 items		
2	Unserviceable office equipment	34 items		
3	Unused Iron truss and scrap	2 items/ 2112 kg and 50 kg approx		