



**NATIONAL COOPERATIVE CONSUMERS' FEDERATION OF INDIA
LTD**

[Under Ministry of Consumer Affairs, Govt. of India]
NCUI Complex, 3 Siri institutional Area, August Kranti Marg, New Delhi-110016

E-TENDER DOCUMENT
For
**Disposal of old
Unserviceable items**



Tender No. E-Tender/03/2021/NCCF

Date: 10.03.2021

Schedule of Important Dates:

| | |
|--|--|
| Start date and time for view/downloading of tender document | 10.03.2021 |
| Start date and time for offline submission of bid | 10.03.2021 |
| Last date and time for offline submission of bid and submission of EMD | 22.03.2021 (16:00 Hrs.) |
| Date and time of opening of Bid | 22.03.2021 (17:00 Hrs.) |
| Address for Communication | Incharge (P&A), Admn. Section of the Head Office, NCCF of India Ltd, NCUI Complex, 3 Siri institutional Area, August Kranti Marg, New Delhi-110016 |

The offers, in the prescribed format, shall be submitted offline at Incharge (P&A), Admn. Section of the Head Office, NCCF of India Ltd. as per the tender document.

Note - For more details you can visit <https://nccf-india.com> of NCCF of India Ltd. official website.

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**NATIONAL COOPERATIVE CONSUMERS' FEDERATION OF INDIA LTD [Under
Ministry of Consumer Affairs, Govt. of India] NCUI Complex, 3 Siri institutional
Area, August Kranti Marg, New Delhi-110016**

No.: NCCF/HO/Store(Unserviceable)/2020-21

Dated: 10.03.2021

Tender Id:

e-Tender Notice

Subject: Invitation of Tender for Sale/Disposal of various type of Unserviceable items from the Okhla premises.

NCCF of India Ltd. has invited tender notice for disposal of old and obsolete items alongwith debris lying at "Okhla office premises, B-19, Okhla Industrial Area, Phase -I, New Delhi-110020".

The Unserviceable items lying in the office are detailed below:-

| S. No. | Brief description of stores for sale/disposal | Basis of Disposal | Last date for submission of tender | Date and time for opening of tender | Earnest Money Deposit |
|--------|---|----------------------------|------------------------------------|-------------------------------------|-----------------------|
| 1. | List attached | AS IS WHEREIS BASIS | 22.03.2021 16:00 P.M. | 22.03.2021 17:00 P.M. | Rs. 25,000/- |

Tender Documents can be downloaded from the website <https://nccf-india.com>.

Important Notes to the Bidder:

Sealed quotations are invited for disposal of old and obsolete items at Okhla Office, NCCF of India Ltd. New Delhi as per list attached/given in "Annexure A-1". Bids should be submitted by 22nd March, 2021 up to 04:00 P.M. at Head Office, NCCF of India Ltd. Tender document can be downloaded from the NCCF of India Ltd. website at URL Link: <https://nccf-india.com>. The completed tender should be delivered at the Incharge (P&A), Admn. Section of the Head Office, NCCF of India Ltd. on or before.

SCOPE OF WORK, ELIGIBILITY CRITERIA AND TERMS & CONDITIONS

1. Scope of Work :

Disposal of various type of unserviceable items on "as is where is basis" from the premises of the Okhla office.

2. Eligibility Criteria of Bid :

All the following documents of Bid should be submitted in the Envelope of bid physically.

- (a) The tender should be accompanied by EMD of **Rs. 25,000/-**. The EMD must be in form of Demand Draft/Bankers Cheque or FDR drawn in favour of "**MD, NCCF**".
- (b) Copy of PAN and GST No., either in the name of the proprietor/owner/firm/company. All documents of tender are required to be submitted physically.

3. Bid Evaluation Criteria :

- (a) The offline bid and tender box kept in the Office of the **Incharge (P&A), Head Office, NCCF of India Ltd., will be opened at 5:00 PM on 22.03.2021** in the presence of bidders or their duly authorised representative. The date of opening of bid and qualified bidders will be intimated later.
- (b) The Bidder shall submit the bid in the prescribed format enclosed as **Annexure I** of the tender documents. The bidders are advised to quote their rates as per physical inspection of the Annexure-I lying in the Okhla Office Premises. **The H-1 (Highest one) firm will be decided on the basis of their quoted rates for unserviceable items.**

4. TERMS & CONDITIONS

- (a) Tender submitted without EMD and not in desired shape are liable to be rejected.
- (b) Only one tender shall be accepted from each tenderer.
- (c) Materials to be sold on "**As is where is Basis**".
- (d) Rates are to be quoted against lots only. Part quotation, if any, will be summarily rejected.
- (e) Goods and Services Tax (GST) as applicable on the date of Invoice will be payable by the purchaser as per Govt. orders. Rate of material and GST charges must be quoted separately.

5. The tenderers should thoroughly satisfy themselves about the nature, specifications, conditions and quality of the materials and working conditions. NCCF of India Ltd. gives no guarantee or warrantee of the materials or its quality and its fitness for any specific purpose or use. It should be clearly understood that no claim/complaint about the quality, specifications, quantity and conditions/fitness for use shall be entertained by Head Office,

6. Sale Order: The contract shall be treated as having been entered into as soon as a letter of acceptance by the tenderer, sale order is issued by the federation to the successful tenderer. The period of contract shall be of 15 (Fifteen) days from the date of last delivery order by the federation against the full payment paid by the party. The contract shall be deemed to be completed as soon as the area is cleared by the buyer of the entire materials allotted or on completion of the period of contract as mentioned above, whichever is the earliest.

7. Inspection of unserviceable items kept for disposal lying in the Okhla office premises: All the bidders are advised to make their own assessment in respect of Machines & Allied Equipments as well as their weight. The weight given is indicative and not actual. No claim shall be entertained in lieu of difference in weight, if any.

8. Delivery and Removal of Materials:

- (a) **Delivery Period:** The successful tenderers shall lift the entire unserviceable items as shown in the list/lot awarded to them by deploying their own labour & machines at their own cost from the place where machines are lying within 7 days from the date of issue of work order (including date of issue) by the Head office, NCCF of India Ltd. or within such time as may be prescribed in the work order.
- (b) The buyer is to ensure that the vehicles deputed for disposal should report for loading during 09:30 a.m. to 05:00 p.m. in such a manner that requisite time is available for loading and vehicles are released before the closing of the working hours of the federation. No loading shall be permitted beyond working hours. No vehicle shall be permitted to be parked inside the Okhla Office except during the time of loading.
- (c) Should the original buyer wish to take the delivery of goods purchased through a representative, he must authorize him by a letter of authority which shall be presented to the office. Such officer may in his entire discretion decline to act on any such authority and it shall be in all cases for the buyer to satisfy such officer that the authority is genuine. Delivery by proxy/representative shall be at purchaser's sole responsibility and no claim shall lie against the NCCF of India Ltd. on any account whatsoever if delivery is effected to a wrong person.
- (d) The material will have to be removed on "**As is where is and Clean Sweep Basis**" at the buyer's own cost and expenses. No processing other than dismantling as may be required for convenient transportation will be permitted at the sole discretion of the Incharge (P&A). The buyer shall not be provided with any man power or equipment including Dozer, Scrapper, Cranes, Gas, Power, Water or other facilities by the occupier. The buyer has to arrange for any of these at their own cost and they shall take prior permission from Okhla Branch, NCCF of India Ltd. for this purpose. While removing one lot, the other lots should not be disturbed/damaged.
- (e) No extension of time limit stipulated in condition will be granted under normal circumstances. However if the purchaser desires an extension due to unavoidable circumstances in the execution of acceptance order, he shall apply in writing within a

period of five days of the date of such circumstances to Incharge (P&A), Head Office, NCCF of India Ltd. and if in his opinion (which shall be final) is satisfied about the reasonableness of the grounds may grant any such extension of time as may be necessary, proper and binding on the purchaser.

- (f) Dismantling and transportation of the equipments/material shall be the responsibility of the buyer at his own cost and risk, taking all safety precautions.
- (g) The buyer will arrange to remove the materials sold to them and clear the site within the stipulated period mentioned in Work Order. If the items/materials are not disposed of within the time and date given in the acceptance order issued, NCCF of India Ltd. may resell the items at the buyers risk and cost.

The decision of the Head Office, NCCF of India Ltd. shall be final. The buyer shall also be liable to pay penal charges at the rate of 1% of cost of tendered amount per day to NCCF of India Ltd. on the quoted value for the remaining items etc. lying in Okhla Office premises uncleared.

- (h) The buyer shall not be entitled to resale any material equipments/items out of the goods sold to him by NCCF of India Ltd. while these goods are still lying within the Okhla office premises. No delivery of material would be allowed by the Head Office, NCCF of India Ltd. to any persons other than the buyer or his authorized representative.

9. **EARNEST MONEY:**

The tender should be accompanied by EMD of Rs.25,000/-. The EMD must be in form of Demand Draft in favour of the **"MD, NCCF"**.

The original copy of the Earnest Money Deposit (EMD) should be submitted in a sealed envelope superscribed with the words **"Rates for Sale/Disposal of various type of Unserviceable Items- As Is Where Is Basis"** has to be dropped in the tender box kept in the office of the **Incharge (P&A), Admn. Section of the Head Office, NCCF of India Ltd** latest by **22.03.2021 at 04:00 PM.**

The earnest money is liable to be forfeited in the event of the tenderer rescinding from his offer or modifying the terms and conditions thereof in a manner not acceptable to the Head Office, NCCF of India Ltd.

10. **PERFORMANCE SECURITY DEPOSIT:**

The successful bidder is required to furnish a Security Deposit of 10% of the total value of awarded Tender in the form of FDR/Bank Guarantee from any Nationalized/Commercial Bank in favour of **"MD, NCCF"** within seven days after receipt of letter of acceptance. EMD of successful bidder will be returned/released on submission of Security Deposit. The security deposit shall be discharged/returned on successful completion of lifting of material i.e. unserviceable items and will remain with us beyond 30 (thirty) days of completion of lifting of the same.

11. PAYMENTS:

In the event of failure to deposit the payment within 7 days the NCCF of India Ltd. shall have the option to forfeit the earnest money deposit/security deposit and also to recover the losses suffered by the Federation as a result of such failure.

12. The quotation must be made for full lot as mentioned in the offer sheet. Any deviation will not be accepted.

13. SAFETY

- (a) The buyer shall be responsible to follow safety instructions as per the safety regulations of State/Central Government and will ensure that no accident or damage to either man or machine inside the Okhla office premises takes place and any loss/accident on this score will be dealt with in accordance with the factory rules and buyer shall be responsible for the same.
- (b) Any loss/damage caused to the property of the Okhla office has to be made good by the buyer as per the assessment of the Committee constituted by the Head Office, NCCF of India Ltd. only whose decision shall be final and binding on the buyer.
- (c) Gas cutting work to be carried out by the buyer in course of dismantling work etc. will be allowed only under expert supervision. Buyer's supervisory personnel will ensure that all safety precautions have been taken including those for prevention of fire in and around the area.
- (d) All arrangements of dismantling, removal, loading and transportation of the sold material have to be made by the buyer himself. The Head Office, NCCF of India Ltd. does not take any responsibility for providing oxygen/DA cylinders or any other consumable to the buyer for dismantling job.
- (e) In case of any accidents resulting in the partial or full disablement or death of workers employed on dismantling, the successful purchaser will have to pay necessary compensation under workmen's compensation act.
- (f) The purchase will not disturb sewer lines and manholes and also shall be made good by the purchaser at his expenses.
- (g) The purchaser will be governed by the Labourer's Regulations including workmen's compensation act in force.

14. General terms and conditions of the Contract :

- (a) The time schedule is to be strictly adhered to, since this is time bound work, a serious view will be taken towards delaying removal/disposal of unserviceable items.
- (b) The rates should be quoted both in words and figures.
- (c) Firms backing out after participating in the tendering process shall be liable for debarment or black listing from NCCF of India Ltd. and EMD will also be forfeited.

- (d) Conditional rates or terms attached with the rates will not be accepted and all such rates will be rejected outrightly.
- (e) In case of any dispute, the decision of Head Office, NCCF of India Ltd. will be treated as final.
- (f) The rates should be kept valid for 15 days from the date of opening of the quotations.
- (g) The firm will have to strictly follow all the Terms & Conditions mentioned in the Tender notice.
- (h) The Head Office, NCCF of India Ltd. reserves the right to accept or reject the tender at any time/stage or relax/amend/withdraw any of the terms and conditions contained in the tender documents without assigning any reason thereof. Any enquiry, after submission of the bid shall not be entertained. In case of withdrawal of bid, the EMD will stand forfeited.
- (i) The bid will be opened at **05:00 PM** on **22.03.2021** in the office of the **Incharge (P&A), Admn. Section of the Head Office, NCCF of India Ltd.** The federation may nominate their authorized representative to be present at the time of opening of rates.
- (j) The tenders received after scheduled date and time will not be accepted.
- (k) All disputes shall be subject to Delhi jurisdiction only.

AB

NCCF OF INDIA LTD.**LIST OF DISPOSAL OLD ITEMS**

| S.No. | Name of Assets | Quantity Proposed | Rates to be quoted per lot |
|--------------|----------------------------------|--------------------------|-----------------------------------|
| 1 | Generator | 12 | |
| 2 | Sukum Inverter | 01 | |
| 3 | Ac Vent | 24 | |
| 4 | Ac Vent Folded | 02 | |
| 5 | Inverter Trolley | 07 | |
| 6 | Window AC Front Frame | 21 | |
| 7 | Window AC | 21 | |
| 8 | Window AC Side Body | 05 | |
| 9 | Weight Machine With Side Wheel | 01 | |
| 10 | Electronic Weight Machine | 01 | |
| 11 | Weight Rod | 03 | |
| 12 | Bean Scale (Taraju) | 01 | |
| 13 | Hot Case (Big) | 08 | |
| 14 | Battery Pack (Plastic) | 03 | |
| 15 | Fire Distinguisher Pipe | 04 | |
| 16 | Fax Machine (Plastic) | 01 | |
| 17 | Refrigerator | 01 | |
| 18 | Cooler Big (Iron) | 04 | |
| 19 | Aluminum Patti | Approx 300-400 | |
| 20 | Bulletin Board (Wooden) | 01 | |
| 21 | Bulletin Box | 01 | |
| 22 | Table Torch – Small | 01 | |
| 23 | Wall Fans | 07 | |
| 24 | Exhaust Fans | 04 | |
| 25 | Ceiling Fan | 10 | |
| 26 | Bed (Wooden) | 03 | |
| 27 | Mattress | 04 | |
| 28 | Engineered Table | 41 | |
| 29 | Small Taraju (Iron) | 05 | |
| 30 | Water Motor Heavy (Iron) | 01 | |
| 31 | Fire Distinguisher Cylinder | 05 | |
| 32 | Iron Heavy Counter (Dak Bhawan) | 01 | |
| 33 | Loose Rack (Iron) (Dak Bhawan) | 140 Rack | |

| | | | |
|----|-------------------------------------|-----------|--|
| | Approx 700-800 Kg | | |
| 34 | Play Board | 41 | |
| 35 | Shelf Rack | 6 | |
| 36 | Rack | 15 | |
| 37 | Library Rack | 4 | |
| 38 | Different Aluminum Frame | 30 | |
| 39 | Frame Ply Board | 14 | |
| 40 | Computer Table | 6 | |
| 41 | Official Chair (Computer Table) | 16 | |
| 42 | Iron Frame Chair | 49 | |
| 43 | Table Top | 6 | |
| 44 | Sofa Frame | 1 | |
| 45 | Damage Sofa | 2 | |
| 46 | Pedestrian Fan | 3 | |
| 47 | Executive Table | 4 | |
| 48 | Tubelight Frame | Approx 30 | |
| 49 | Compartment Wooden Rack | 2 | |
| 50 | Wooden Table (8x2) | 1 | |
| 51 | Centre Table | 1 | |
| 52 | Wooden Glass Door | 3 | |
| 53 | Tin Box | 2 | |
| 54 | Wall Curtain | 1 | |
| 55 | Sofa Cushion – Damage | 7 | |
| 56 | Ups | 1 | |
| 57 | Monitor | 22 | |
| 58 | Desktop Printer | 3 | |
| 59 | Key Board | 14 | |
| 60 | Dot Matrix Printer | 3 | |
| 61 | Mouse | 6 | |
| 62 | Iron Car Bumper | 1 | |
| | TOTAL | | |

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