

No. BT/A.16/20/2016
GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY

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Block No.2, 6th –
8th Floor and Block 3, 4 to 5th floor
CGO Complex, Lodhi Road
New Delhi – 110003

Dated: 28.02. 2016.

CORRIGENDUM

Subject: Extension in the date of submission Quotations for disposing of the unserviceable obsolete and BER furniture items lying at DBT – Reg.

Reference to **NIT** No.BT/A.16/20/2016 dated 22nd February, 2016 placed on the DBT web portal the with last date and time for submission of quotations **on 28 February, 2017 at 3.00 pm. has been extended upto 3.00 pm 3rd March, 2017.** Now, quotations received as on 3rd March, 2017 on or before 3.00 pm shall be opened at 3.30 P.M. on the same day.

2. All other contents of the above referred Tender Notice dated 22nd February, 2017 shall remain unchanged.

(J.K.Dora)
Under Secretary to the Govt. of India.
Tele: 011-2436 1822 E-mail: jagadish.dora@nic.in



**Government of India
Ministry of Science and Technology
Department of Biotechnology
(Administration Section)**

**Block No.3, R.No.519, 5th Floor,
CGO Complex Lodhi Road,
New Delhi-110 003**

Tender Enquiry No. BT/A.16/20/2016

Date: 22nd February, 2017

To,

All interested and eligible vendors,

Sub: Disposing of the unserviceable, obsolete and beyond economic repairable (BER) Furniture items lying at DBT, Block Nos. 2 & 3, CGO Complex, Lodhi Road, New Delhi-03 on by Public Action on "As is Where is basis" – Reg.

Dear Sirs,

For and on behalf of the President of India, sealed limited tenders are invited from firms whose names are given in the attached list for disposing of the unserviceable, obsolete and beyond economic repairable (BER) furniture items lying at Department of Biotechnology, New Delhi-03 on an **"As Is Where is Basis"**.

2. In case your firm is interested in the above process work, you are requested to quote your competitive highest prices in the enclosed Proforma in a sealed cover. The sealed cover containing the quotation should be super scribed **"Quotation for disposing of the unserviceable, obsolete and BER furniture items lying at DBT, Block 2 & 3, CGO Complex, New Delhi-03"** and should be delivered in room No.519, 5th Floor, Block 3, CGO Complex, New Delhi on **28th February, 2017 latest by 1500 hours**, which will be opened on the same day **at 1530 hrs** in 727, 7th Floor, Block No.2, CGO Complex, in the presence of such tenderers, who wish to be present. The Department reserves the right to accept or reject any quotation/ estimates without assigning any reason thereof.

3. The sealed envelope must be accompanied by a Demand Draft/ Pay order/ banker's cheque of a Nationalized Bank for Rs.3,000/- (Rupees three thousand only) as Earnest Money Deposit (EMD). The earnest money amount will be returned to the unsuccessful firm immediately after the award of the contract to successful bidder and the earnest money of the successful bidder will be returned only after completion of the contract to the satisfaction of the Department. The highest bidder will deposit 25% of their quoted bid rate (in cash) to Cashier DBT through the Auction Committee of this Department on the spot.

4. Tendering firms fulfilling the requirements as per the Important Information & General Instructions set out in **Annexure I** and Contractor's Details (Mandatory Information) set out in **Annexure II** to this tender document are requested to quote their competitive highest prices as per the list given in the attached schedule in **Schedule I**.

5. The complete tender document may be downloaded free of cost from Department's website www.dbtindia.nic.in and the same may be used for submission of bid.

Yours faithfully,

(J.K.Dora)
Under Secretary to Govt. Of India
Cont'd....02/-

Signature of the bidder (s) with stamp

IMPORTANT INFORMATION & GENERAL INSTRUCTIONS

Sl.No.	Subject	Description
	Seller	THE PRESIDENT OF INDIA
	Single bid system	This tender will be processed in a single bid system & on an " As is where is Basis ".
	Firm and fixed rates	Prices should be quoted on a firm & fixed price basis. The prices/rates quoted should be in INR in the Schedule I to this Tender Enquiry only. Request for change of contracted rates shall not be considered under any circumstances. Tenders with variable prices or seeking provision for changing of prices/ contracted rates shall be rejected straightaway without any consideration.
	Non-transferability	This tender is non-transferable. The contractor will not be permitted to authorize any sub contractor or any other firm to collect the material or execute the contract on his behalf.
	Terms & conditions	The requisite amount of EMD has to be submitted by way of Demand Draft, Pay Order/Banker's Cheque along with the original copy of the tender submitted by the firm in the name of DDO, DBT, New Delhi. Payment by any other mode shall not be acceptable.
	Inspection of Items	Tenders of firms received in the format prescribed in this tender document shall only be considered. Offers not received in prescribed format shall be ignored and no correspondence in this regard will be entertained. Telegraphic/ Telex/ Fax/ E-mail/ Letterhead/ Quotations will not be accepted and ignored straightaway.
	Late/delayed tenders	Tenders received late/ delayed after prescribed closing time due to any reason whatsoever will not be accepted under any circumstances. In the event of any confusion, the time set in the clock in the room of Under Secretary (Admn.) will be taken as standard and decisive. Tenderers may note that if the date of tender opening given in this Tender Document is declared a closed holiday by the Central Government, the tender shall be opened on the next working day at the same timing. In such an event the closing hours for receipt of tenders in DBT will stand automatically extended up to 1500 hours of the next working day in the Central Government offices.
	Department's right	DBT reserves the right to reject any tender/all tenders in full or part thereof without assigning any reasons
	Submission of bid	The quotation should be addressed to "Under Secretary (Admin) (B) Section, Department of Biotechnology and should be at Room No.503, 5 th floor, Block No.3, CGO Complex, New Delhi on or before at 1500 hours on 28th February, 2017 . The Tender document without covering letter in Firms' letter Head will not be considered by the Department and shall be liable to be rejected. Any doubts or clarifications with regard to the interpretation of the Terms & Conditions stipulated

Signature of the bidder (s) with stamp

		in this Tender Enquiry, may be got clarified from DBT at least 03 days before tender closing date. Requests for postponing the tender opening date for the same shall under no circumstances be accepted by DBT. However, DBT may postpone the date of receipt of quotations at its discretion.
	Evaluation of bid & Acceptance of offer	For award of contract, the total price of all items as per schedule will be considered. If any contractor has offered the highest price for all the items as per the schedule, then the contract will be awarded to that bidder. The successful bidder (s) will be required to deposit the total bid/ quoted amount in lump sum by means of Demand Draft/ Pay Order/ Banker's Cheque in favour of DDO, DBT, New Delhi within 07 working days from the date of award of contract and the items will be lifted within 7 days of the receipt of confirmed work order by the firm. Failure to do so shall result in forfeiting of EMD. If the successful bidder fails to deposit the quoted amount within stipulated date, the second highest firm will be considered, if the second highest quoted firm (H2) is willing to pay at par the amount quoted by H1 bidder and the contract will be awarded to H2 bidder. If the H2 firm is unwilling to accept the same, then the whole tendering process will be treated as cancelled and no representation in this regard will be entertained. Failure in this regard shall be counted as bad performance and may be viewed adversely in award of future contracts or grant on continuing the association to such parties. This will be in addition to immediate remedial measures/ actions available to DBT under the relevant laws.
	Warranty	The Department does not offer any warranty of the obsolete/ damaged/ BER items mentioned in the Schedule I to this notice.
	Validity of offer	This offer is valid upto 90 days from the date of opening of the bid and the item wise rate quoted by H1 bidder will be valid for one year from the date of opening of the bid for future disposal during the currency of the year, if any.
	Applicable law	The resultant contract shall be interpreted in accordance with the laws of Union of India. Settlement of disputes and shall be within the jurisdiction in Delhi
	Tender Fee	Nil
	Litigation	Any disputes/ differences arising shall be settled through arbitration. The purchaser and contractor shall first try to resolve the differences/ disputes amicably by mutual consultation. If they fail to resolve the disputes by such mutual consultation within 21 days, then, depending upon the position of the case, either the purchaser or the contractor shall give notice to the other party of its intention to commence arbitration as per the Indian Arbitration and Conciliation Act, 1996.
	Payment Terms & Job Execution period	The successful bidder will be required to deposit 25% of the highest bid by cash through the total bid/ quoted amount in lump sum by means of Cash/ Demand Draft/ Pay Order/ Banker's Cheque in favour of DDO, DBT, New Delhi within 07 working days from the date of award of contract and the items will be

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		<p>lifted within 7 days of the receipt of confirmed work order by the firm. Failure to do so shall result in forfeiting of EMD. The EMD of the successful bidder and the unsuccessful bidders will only be released after submission of quoted amount in the prescribed form by the successful bidder. If the successful bidder fails to deposit the quoted amount within stipulated date, the EMD of the H 1 firm will be forfeited. The lifting of materials will be made by contractor on any working day as specified between 10 AM to 4 PM. The contractor will have to inform at least two working days in advance of the intended date of lifting of the materials. The contractor will be required to bring his own vehicle for lifting the materials and will employ his own labour, bags and other items as required for packing and lifting of the materials. No assistance will be rendered in this regard by the Department. The contractor will be responsible for cleaning the area from where the obsolete materials are lifted. The lifting of the obsolete materials shall be undertaken only under the supervision of Section Officer Admin. Care Taker, DBT or any other officer nominated for the purpose by the Department. The lifting of the obsolete materials will be allowed from the designated places only and after issuance of necessary security/ gate pass. Under no circumstances the contractor shall lift any material other than the items mentioned in <u>Schedule I</u> to this notice, lying inside the premises of Department.</p>
	General	<p>a. The bidder should sign & stamp all the pages of the document and same should required to be submitted alongwith the offer quoted by the firm as stipulated in the document with a covering letter in the firm's letter head & duly signed & stamped. No page should be removed/ detached from the tender document.</p> <p>The application form for Limited Tender Enquiry Notice also can be downloaded free of cost from the Department's website http:// www.dbtindia.nic.in Tenders which are not complete in all respects are liable to be rejected.</p> <p>The contractor shall observe all security provisions as applicable to the offices of the DBT which comes under the security cover by the Home Ministry. Any violation shall be his responsibility. Unsealed quotations shall not be considered for evaluation. There should not be any erasing and/ or overwriting. The quotations with erasing and/ or overwriting shall be summarily rejected.</p>

Signature of the bidder (s) with stamp

Department of Biotechnology
Admin) Section
Contractor's details (Mandatory Information)

Supporting documents be annexed with the application form (Applications found deficient in any respect are liable to be rejected without further correspondence)

Sl.No.	Description	Information	
	Name of the Applicant/ Firm		
	Nationality		
	Address (attach separate paper for addresses of other offices) Enclose Voter ID/ Electricity Bill/ Landline Telephone Bill or any other authenticate copy of address proof)	Regd. Office	
		Head office	
	Telephone Numbers	Landline/ Mobile No.	
		Fax No.	
		E-mail address	
	Other Details (Enclose copies)	PAN Details	
		VAT Registration Number	
	Constitution of firm	Individual	
		Sole Proprietorship concern	
		Partnership Firm	
		Public Ltd. Company	
		Private Ltd. Company/ Public Sector Enterprises	
	Details of Bank account (Enclose copy of front page of pass book & personalized cancelled cheque)	Account No:- Type Account:- Name of Bank:- Name & address of the branch.	
		Amount in Rs. 3,000/- (Rupees fifteen thousand only)	
		DD/ BC/ PO No.	
		Date of Issue:-	
		Name of issuing Bank:-	
		Address of the issuing Branch:-	
	Is any person working with the applicant a near relative of the official of DBT? If yes, give details		

Signature of the bidder (s) with stamp

	Certificates/ Undertakings	a. I/ we (including all partners) certify that I/ we have carefully read the Terms & Conditions mentioned in the tender enquiry form and shall abide by them	
		b. I/ we certify that the information given is true to the best of my/ our knowledge. I/ we also understand that if any of the information is found wrong/ false at any stage. I/ we are liable to be deregistered from panel of approved contractors/ banned for doing any business dealings with Government Departments or blacklisted or subject to any monetary penalties that be deemed fit and appropriate by DBT/ Government.	
		c. I/ We agree to the forfeiture of the Earnest Money Deposit if I/ We fail to comply with all or any of the terms & conditions in whole or in part as laid down in the Tender Enquiry Notice No. BT/A.16/20/2016 dated 22nd February 2017 which would constitute and have force of a contract between me/ us and the Department of Biotechnology, if I/ we am/ are declared a successful bidder.	
		d. I/ we hereby declare the items mentioned in the Schedule to this notice will be used for bonafide/ lawful purposes only as per the guidelines of Department of Environment & Forest, Govt. of NCT Delhi.	
		e. I/ we hereby also certify that, I/ we have signed all the pages of the document with my/ our conscious and no body from this Department influenced/ compelled to do so.	

Signature of the bidder (s) with stamp

Department of Biotechnology

Tender Enquiry No. BT/A.16/20/2016

Date: 22nd February, 2017

Scope of work: Disposing of the unserviceable, obsolete and beyond economic repairable (BER) Furniture items lying at Department of Biotechnology, CGO Complex, Block No.2 & 3, CGO Complex, New Delhi – 110003

A. **Location:** DBT, New Delhi

B. **Rates:**

Sl.No.	Description of Item	Amount in Rs.
	Disposing of unserviceable, obsolete and beyond economic repairable (BER) furniture items includes, wooden tables, revolving chairs with steel handle, without handle, wooden chairs with handle, without handle, wooden sofas, and other broken furniture etc. kept in the in DBT, Block 3,CGO Complex, Lodhi road, New Delhi	
	Minimum reserve Price (MRP)	20,000/-
	Rate Quoted Percentage above/ below of MRP (Inclusive all applicable taxes)	
	% Above:-	
	% Below:-	
	Total quoted cost of the items (Net Bundled Price) in Rs.	

Amount in Rs. (In words):.....

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