

D-21022/1/WBS/CondemnationofOfficeequipments/2023-Part(1)
Government of India
Ministry of Statistics & P.I.
National Sample Survey Office
(Field Operations Division)

Regional Office, WB(S) Region,
C.G.O. Complex, 2nd Floor, E-Wing,
Salt Lake, Kolkata – 700064
Dated : 06.03.2024

TENDER NOTICE

Subject: Quotations for disposal of IT /Electronic equipment, Old Furniture, other disposable items of ZO,CQ&CD-KOLKATA ,Ministry of Statistics & Programme Implementation.

1. On behalf of the President of India, Deputy Director General, National Sample Survey Office, Field Operation Divisions, Kolkata invites sealed quotations in two-bid system to dispose off the following items on “as is where is basis”. The details of the items are as under :

Sl.No.	Details of items	Quantity
1	Old Furniture & other disposable items	Interested bidders may visit the office to assess the total quantity of the materials
2	IT /Electronic equipment.	-do-

2. Bids shall be submitted in ‘Sealed Two Envelope System (Technical & Financial Bids separately) to this office by 13.03.2025 ,12:00 P.M. Tenderers are advised to follow the following instructions while submitting the relevant documents which are also available in Central Public Procurement Portal(CPPP) at <https://eprocure.gov.in/epublish/app> or on the website of this Ministry i.e. www.mospi.nic.in :
- a. The hard copy of the sealed tender with all necessary documents must reach the ‘**Head of Office,NSO,FOD,RO-Kolkata, 2nd Floor,CGO Complex, E Wing, DF Block, Sector 1, Bidhannagar, Kolkata, West Bengal 700064**’ by 13.03.2025 (within 12:00 P.M) through registered post/speed post/by hand in sealed envelope. The tender should be sent in a sealed envelope clearly super scribing “**Quotation for Purchase of Old/Obsolete Items**”. The bidder or his representative may be present on the date of opening of the tender.
- b. The tenderer should sign and affix his/her firm’s stamp at each page of the tender and all its annexure as acceptance of the offer made by the tenderer will be deemed as contract and no separate formal contract will be drawn. No page should be removed/ detached/Retracted from this NOTICE INVITING TENDER. The duly signed NIT should be attached to other tender documents without fail. Tenders received without duly signed/stamped tender form will be rejected.
- c. Bidders should provide documentary evidence of Trade License, PAN Number, GST registration number (if available) etc as mentioned in Annexure-I.
- d. The price quoted (tender) shall remain valid for a period of 90 days from the date of tender opening.
- e. Selection of the highest bidder will be made based on the total price offered in Point (c) 1 of Annexure -II.
- f. The successful vendor has to lift the old/obsolete articles as mentioned in Annexure-IV from the office premises at **ZO,CQ&CD-KOLKATA ,6th Floor, Mahanabis Bhavan,NSO, 164, GLT Road, Dunlop, U B Colony, Ariadaha, Baranagar, West Bengal 700108**

Handwritten signature

g. The office reserves the right to accept/reject any or all quotations without assigning any reason and will not be responsible for postal delay. All other terms and conditions in the tender form will be binding on the Quotationers/ Bidders.

3. The various crucial dates relating to the mentioned tender above are as follows

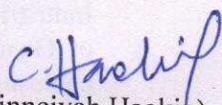
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| i. Date of publishing | : 06.03.2025 |
| ii. Bid document download & submission start date | : 06.03.2025 |
| iii. Last date & time for submission of bid | : 13.03.2025 (12:00 p.m.) |
| iv. Technical Bid opening date & time | : 13.03.2025 (1:00 p.m.) |
| v. Financial Bid opening date & time | : 13.03.2025 (2:00 p.m.) |

4. The disposal will be governed by the following terms & conditions :

- i) EMD of **Rs 5,000/- (Rupees Ten Thousand)** only in the form of Demand Draft from a commercial bank, drawn in favour of **"PAO, MOSPI, Kolkata"** Payable at Kolkata should be enclosed with the tender. The EMD should remain valid for a period of forty-five days beyond final bid validity period. The tender received without EMD would be summarily rejected. The earnest money will be returned on completion of the tender process.
- ii) The offers without EMD will be rejected. However, there is an exemption of EMD applicable to the units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) or this Ministry or Department as defined under Rule 170 of General Financial Rules (GFR), 2017. A copy of valid exemption certificate shall be enclosed along with the Technical bid for availing EMD exemption. (The copy of the same having signature of authorized person should be submitted in this office before technical bid submission end date).
- iii) The condemned IT /Electronic equipment being disposed off is only for recycling or reuse. The use of the lifted items in any other form will lead to appropriate legal action. The successful tenderer has to ensure that the hard drives in the CPUs should be drilled/crushed/data erased during recycling/reuse. The successful bidder has to ensure compliance with the guidelines of Ministry of Electronics & Information Technology/ Ministry of Environment & Forest, State Pollution Control Board guidelines as the case may be, on disposal/recycling/reuse of e-waste.
- iv) The 'firms'/agencies' bid will be evaluated only on the receipt of the payment (EMD) in original to this office (i.e.NSO,FOD,RO-Kolkata) before the opening of the Technical Bid.
- v) The bidder may inspect the items on 11.03.2025 in the premises of the **ZO,CQ&CD-KOLKATA ,6th Floor, Mahanalobis Bhavan,NSO, 164, GLT Road, Dunlop, U B Colony, Ariadaha, Baranagar, West Bengal 700108**. No inspection will be allowed before or after these days.
- vi) Selection of bidder will be made based on the total price offered for all the items. Items once disposed to the successful bidder, shall not be taken back by the Office at any cost.
- vii) The successful bidder has to make full payment through online mode (<https://bharatkosh.gov.in>) in favour of Planning Statistics and Program Implementation **within three (3) days** after receiving the work order and to submit proof of payment at the time of lifting of the item(s).

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- viii) The successful bidder shall be required to lift the condemned items from the disposal site at its own cost within 2 days after the payment of the quoted amount. In case of not lifting the items in stipulated time, Office will not responsible for safe custody of the items.
- ix) The bidder will not be allowed to withdraw their bids. In case of withdrawal, the EMD will be forfeited.
- x) All relevant rules and regulations of Government of India will be final and applicable & binding on all bidders.
- xi) In case GST is applicable, the bidder has to quote the GST amount separately and GST amount will also to be deposited by the concerned authority and submit the receipt/challan to the office. Any bidder, not quoting the amount of GST separately, his bid amount will be considered inclusive of all taxes and his full amount will be deposited to this division. The H-1 will be decided on the amount inclusive of taxes.
- xii) The bid should be submitted in the prescribed bid format given in Annexure-I, II & III. All columns of the bid form should be filled.
- xiii) The provisions of Reverse Charge Mechanism (RCM) under Goods and Services Tax (GST) shall not be applicable to this tender.


(Chinneivah Haokip)
DD & Head of Office

PROFORMA FOR TECHNICAL BID

1. Name of Firm/Individual :
2. Address (attach proof & self attested) :
3. Telephone No. & Email address (if any) :
4. Trade Registration No. :
(Attach self attested copy of the Reg.)
5. PAN No :
(Attach self attested copy of the Reg. Certificate)
6. Goods & Service Tax(GST) Registration No. (if applicable):
(Attach self attested copy of the Reg. Certificate)
7. Demand Draft of requisite Earnest Money (Detail) :
8. Each page of the tender documents and bid is :
Signed by the bidders. (Yes/No.)
9. Whether the tenderer agrees to the general terms and :
conditions mentioned in the NIT

1. I/We..... declare that I/my representative have inspected the Old furniture & disposable items/Old schedule and am/are interested to purchase the same after accepting all terms and conditions of the tender document.

2. I/We have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;

3. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we, am/are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Place:
Date

Signature of authorized person
Full Name:
Seal:

PROFORMA FOR FINANCIAL BID

1. I/We declare that I/my representative have inspected the obsolete items and am/are interested to purchase the same after accepting all the terms and conditions of the Tender Document. My/Our rate for all the items are as given below :-

(a) For Old Furniture & disposable items :

Sl. No.	Details of items	No. of items	Price quoted (Rs.) *		
			Amount	GST, if applicable	Total
i.	Old Furniture & disposable items	As per annexure -IV			
ii.	IT/ Electronic equipment	-			

- ***Offer price should be quoted for the whole materials of old furniture & disposable items.**

(b) Total price offered for all disposed items ((i)+(ii)) :

2. I/We have gone through the terms and conditions given in the tender document and agree with the same.

Date :

Place :

**Signature of the authorized person
with Name & seal**

1. List of items to be disposed.

Item No.	Particulars of Stores	Total (for Disposal)
(1)	(2)	(3)
1	Officer's Revolving Chair	13
2	Wooden Table	8
3	Steel Table (Medium)	3
4	Steel Table (Small)	6
5	Wooden Chair with Arm	2
6	Steel Chair	14
7	Steel Rack	2
8	Mirror Stand	2
9	Plastic Chair	1
10	Steel Centre Table (without Top Glass)	1
11	Iron Trolley (4-Wheeler)	1
12	Pedestal Fan	3
13	Wooden Drawer	1
14	Steel Almirah	7
15	Pigeon Hole	2
16	Glass Almirah (Library)	2
17	Computer Table	12
18	Wooden Showcase (Small)	1
19	Mic Stand	2
20	Iron Cash Box	1
21	Sofa Set with Centre Table	1
IT Equipments		
22	Desktops	20
23	Printer	2

* Quantity may vary. tenderers are advised to visit the office to assess the total quantity before submitting their bid.