



TENDER DOCUMENT FOR DISPOSAL OF SHREDDED PAPERS AT
SURVEY OF INDIA, PUNE PREMISES

Tender No. **106** /15-L-2 dated : **15-01-2024**

On behalf of the Surveyor General of India, the Director, Maharashtra & Goa Geospatial Data Centre, Pune invites offline bids from reputed firms for the disposal of Shredded/cut papers at Office premises on "AS IS WHERE IS BASIS" by print media auction process.

The details of Tender-cum-Auction with complete terms and conditions are available on the Government SOI portal www.surveyofindia.gov.in and may be read out carefully before applying for the same. Bids received by online mode are not acceptable.

Critical Date Sheet

Published date	15-01-2024
Sealed Tender start date	15-01-2024 (10:00AM)
Sealed Tender closing date	22-01-2024 (16:00PM)
Tender evaluation by board	22-01-2024 (17:00 PM)

For any queries / clarifications on content of Tender-Cum-Auction document, you may kindly contact Director, Maharashtra & Goa GDC, Pune at phone no. 020-26614665 or write to mhgoa.pune.soi@gov.in. However, any queries relating to the process of offline submission of bids in general may be directed to contact 8109602759.

AR Singh
DIRECTOR

12/1/24
Maharashtra & Goa GDC, Pune.

A. PARTICULARS OF TENDER

- a) Tender Inviting Authority : The Director, Maharashtra & Goa GDC, Survey of India,
Phulenagar, Alandi Road, Pune - 411006.
- b) Tender No. : 106 /15-L-2 dated 12/11/2024
- c) Critical dates : As per NIT.
- d) Total no. of pages of Tender Document : 05

B. Special Terms and Conditions (STC) in respect of Shredded papers

- 1) An auction of the Shredded/cut papers is being carried out by the Map sales Weeding out Committee on behalf of office of The Director, Maharashtra & Goa GDC, Survey of India, Pune - 411006.
- 2) The Shredded/cut papers which is lying in the premises of Survey of India, Phulenagar, Alandi Road, Pune- 411006, are available for inspection from 15-01-2024 to 22-01-2024 between 11.00 AM to 4.00 PM on all working days as per auction notice.
- 3) The qualified bidder means any person/agency is running the scrapping business or business of similar nature with the valid PAN, GST, MSME Registration, Shop & Establishment Registration/Trade license, Firm/Society/Company Registration, Registration with Municipal Corporation or competent authority, etc, as applicable.
- 4) Valid PAN, GST, MSME, Shop & Establishment Registration/Trade License, undertaking in respect of Blacklisting, Photocopy of EMD, Paper Mill tie-up/authorization certificate or relevant documentary evidence are required to be submitted for Pre-Qualification.
- 5) The Bidder is required to physically submit in Office an Earnest Money Deposit (EMD) of Rs.4,000/- by way of Demand Draft in favour of "E & AO, Maharashtra & Goa GDC, Pune", payable at Pune to the following address.
The Director,
Maharashtra & Goa GDC,
Survey of India,
Phulenagar, Alandi Road,
Pune – 411006 till EMD submission date and time.
The EMD will be refunded to the unsuccessful bidder except first and second highest bidder. No interest will be paid for the same.
- 6) The exact value may be fixed after finding weight of Shredded/cut papers.
- 7) The entire sale / bid value with applicable taxes must be deposited by the highest bidder within 7 days from the date of issue of sale letter.
- 8) The disposal of waste/cut/shredded paper of OSM Maps will be done by the H1 bidder as per following stages:
 - (i) Weighing & loading of shredded/cut paper,
 - (ii) Transportation and unloadingStages (i) & (ii) above will be sole responsibility of successful bidder
- 9) The successful bidder shall engage his own arranged labour/machine for above purposes as per auction notice. After shredding, packing will be done, and then weighing of shredded/cut paper will be done using standard weighing machine. Then transported by self or by pre-arranged transport service provider. The offered price/bid price/rate will include all charges for the scope of auction notice, ie., collection, lifting/packing, transporting, labour charges etc. or any incidental charges. No charge whatsoever will be claimed from the department at any stage and at any form.

- 10) The successful bidder is required to submit self-certified certificate for stage (i) and stage (ii) after completing in the presence of seller/representatives.
- 11) The highest bidder will have to deposit GST @ 5% or RATE as applicable on the entire auctioned amount with the concerned authority and the deposit slip must be submitted in the office of the Director, Maharashtra & Goa GDC, Survey of India, Phulenagar, Pune – 411006 before seeking for gate pass to lift the Shredded/cut papers. In case, any dispute arises relating to any aspect of this contract between the two parties, the decision of the Director, M&GGDC, Pune shall be final and binding on the successful / highest bidder.
- 12) Unrealistic and conditional unit price will be ignored and respective bid offer will be rejected without giving any clarification.
- 13) In case, the date of opening of bid is declared as a holiday on any account, the opening will take place on the next working day.
- 14) Tender-cum-Auction Process : The selection will be done on the basis of highest quote by bidder
- 15) The auction will be for entire Shredded/cut papers in one lot and the entire Shredded/cut papers will be disposed off in one lot to the successful bidder. No part quotation will be considered.
- 16) No items, once disposed to the successful bidder, shall be taken back, on any condition whatsoever.
- 17) The bidder who fails to lift the Shredded/cut papers after awarding N.O.C. will be blacklisted by the competent authority and even all the firms of the related bidder will be blacklisted and the name of the bidder will be communicated to all the government organizations.
- 18) M&GGDC shall have the right to issue addendum to the Auction document to clarify, amend, modify, supplement or delete any of the conditions, clauses or items stated. Addendum so issued shall form part of original invitation to Auction.
- 19) Only Offline bids will be accepted. The bids received through speed post / courier etc., will be considered. Financial bid of technically qualified bidders only will be considered.
- 20) The Competent Authority/ Map sales Weeding out Committee reserves the right to accept or reject any / all of the quotations without assigning any reason thereof. The decision of Scrap Committee will be binding where GTC for Forward Auction is silent.
- 21) Quotation (Annexure 'A' with relevant documents) duly filled in and signed by the tenderer must be addressed to "Director, Maharashtra & Goa GDC, Survey of India, Phulenagar, Alandi Road, Pune – 411006 and not to any individual by name and should either By post or should be dropped in the Tender Box kept in the Maharashtra & Goa GDC, Survey of India, Phulenagar, Alandi Road, Pune – 411006, latest by 1600(hrs) on 22-01-2024

Reserved price has been fixed as Rs. 72,000 considering the total weight of Shredded/cut papers as 8000 kg @ Rs 9/- per kg.

Following documents to be submitted before the EMD payment end date, otherwise the bid will be considered non-responsive.

- a) EMD.
- b) GST registration certificate.
- c) Quantity of Shredded/cut papers (Annexure – A).
- d) Tender-cum-Auction acceptance letter (Annexure-B).
- e) Latest ITR of the firm.
- f) Authenticated documentary proof of address.

Quantity:

Shredded/cut papers is to be sold on “unit weight basis”. (*)Where the goods are sold by “unit weight or unit number basis” and not on the basis of “Lot”, the quantity indicated in such cases against the respective lots are purely indicative which in actual may turn out to be more or less than the indicated quantity. In case of actual quantity turning out to be less than the indicated quantity after due completion of the lifting by the Buyer, the Buyer shall not be entitled to claim any damages, loss of interest or compensation on any other account, but shall be entitled to proportionate refund only. In case of actual quantity turning out to be more than the indicated quantity, additional cost will be proportionately paid to the seller before lifting the item.

Sr. No	Item Description	Quantity* (in kg)
1	Shredded/cut papers (OSM Maps)	8000

Tender Form for Disposal of unserviceable/Shredded Papers.

With reference to the Enquiry No. _____

Name & Address of the tenderer _____

(in capital letters)

Telephone No. _____

Details of EMD Bank Draft / Pay order No. _____

(Amount Rs. _____)

Drawn Bank _____ Payable at Pune

I/we under take that :

I/We have inspected the un serviceable stores and am/are interested to purchase the same on

"As is where is Basis".

My/Our offer for whole lot No.1 is given below:-

Our offer is Rs. _____

(Rupees _____ only) For whole lot No.1

I have gone through the terms and conditions given in the tender document and agree with the same. I/We understand that in the event of non compliance of the terms and conditions of the tender my/our EMD shall be forfeited by Survey of India under Ministry of Science and Technology, Govt. of India

(Signature of the Tenderer)

With Name, Address

Telephone

No.along with Rubber Stamp

Date:

To

The Director
M&G GDC
Survey of India
Phulenagar, Alandi Road
Pune-411006