

B) Instructions for electronic submission of bids:

Bids against this tender shall be received only electronically through the e-procurement Portal of NIC (<http://eprocure.gov.in/eprocure>). No bids shall be accepted in hard copy or in any other form.

For submission of e-bids, bidders, if not registered, are required to get themselves registered with NIC's Central Public Procurement (CPP) Portal (<http://eprocure.gov.in/eprocure>) using Class-II / Class-III Digital Signature Certificate. All the details mentioned during registration / enrolment process should be correct / true. Bidders have to abide by all the terms and conditions mentioned during registration process.

The bidders are required to upload soft copies of all the relevant documents.

Bidders are advised in their own interest to submit the online bids well before the bid submission end date & time (as per Server System Clock of CPP). STC will not be responsible for any delay or the difficulties encountered during the submission of bids at the eleventh hour due to any technical or other problems.

For any queries relating to the process of online bid submission or queries relating to CPP Portal (<http://eprocure.gov.in/eprocure>), bidders may contact CPP Portal Helpdesk on Tel Nos. : 0120-4001005, 0120-4200462, 0120-4001002 and 0120-6277787.

STC shall not be responsible for non-receipt / late receipt of the bid documents due to any reason whatsoever.

C) STC's Background

STC is a premier International Trading Company under Ministry of Commerce, Government of India. Undertaking exports, imports and domestic trading operations on behalf of Government of India as also for private Trade and Industry. In addition to its Corporate Office in New Delhi, it has 13 Branches/sub-branches including warehouses/installations spread throughout the country. STC wishes to make optimum use of the assets owned by it by way of its revaluation as per present market value.

D) Scope of Work

- To arrive at fair market value of STC building named as Jawahar Vyapar Bhawan (JVB) located at Tolstoy Marg New Delhi **for corporate debt restructuring**.
- Fair Market value of JVB specifically giving out fair market value of land and building separately. The fair market value to be given in separately for STC's, HHEC's and CCIC owned portion.

- Valuation must be submitted separately on the basis of (i) Agreement to Lease, (ii) Perpetual Lease and (iii) Freehold etc. as applicable to the property.

E) Deliverables

- i) The selected valuer will submit a draft report within a period of fifteen (15) days from the date of award of work.
- ii) The final report considering STC's feedback upon the draft report shall be submitted within 07 days of receipt of STC's comments, if any.
- iii) The bidder should ensure that the valuation report of the Jawhar Vyapar Bhawan located at New Delhi has to be done in totality. No part report will be allowed.
- iv) The period mentioned above are inclusive of Saturdays, Sundays and other public holidays.

F) Payment Terms

- i. No advance payment will be paid at the beginning of the work.
- ii. The payment shall be made within 30 days of the submission of final report to the satisfaction of STC.
- iii. The price quoted shall be inclusive of all applicable Taxes, including GST and other charges, if any.
- iv. STC shall deduct all applicable taxes while releasing payments to the selected valuer.
- v. Penalty for non-commencement/non completion of work:-

Sl. No.	Eventually	Penalty
1	Non Commencement of work within 5 days from award letter	Cancellation of award & forfeiture of security.
2	Non submission of Draft Report in due time	½ per cent of award value per day.
3	Non submission of Final report after feedback from STC	One per cent of award value per day.
4	Non deposit of Security Deposit within seven days after award of work to MSME/SME/NSIC	Debar from business for 2 years & blacklisting.
5	Non acceptance of award letter from STC	Forfeitures of EMD/ Security Deposit, debarring from business for 2 years and blacklisting

6	Non completion of work by due date assigned to the bidder	Forfeitures of EMD/Security Deposit/debarring from business for three years and blacklisting
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STC reserves the right to impose higher penalty also if deemed fit.

G) Pre-qualifications / Tender Evaluation Criteria

- i. The bidder should currently be a Government Approved Valuer, should be in compliance with provision of Section 247 of the Companies Act – 2013 and the Rules framed therein, i.e., Companies (Registered Valuers and Valuation) Rules, 2017 and also any other relevant Government mandated rules & regulations and any other registration requirements applicable to undertake the valuation of immovable properties. To confirm this, a declaration must be uploaded by the valuer.
- ii. The bidder should be empanelled with PSUs/Govt. Departments/Govt Banks/State Govt./Govt Autonomous bodies, and should have valued property/assets of at least one of Government / State Government / Public Sector Undertaking/Govt Autonomous bodies in the last two years.
- iii. The bidder should be in the business of Real Estate Valuation continuously at least for the last 5 years.
- iv. The bidder should have valid PAN No. and GST No.
- v. Preferential Purchase Policy 2012 issued by the Government of India for the bidders registered with MSME / SME / NSIC will be followed. Such bidders need to ensure that MSME/NSIC/ SME registration certificate to be uploaded if the bidders wants to avail preferential purchase policy 2012.
- vi. Self attested copies of all the documentary evidence including the experience of 5 years as mentioned above should be uploaded electronically for the purpose of pre-qualification and technical evaluation.
- vii. Firms against whom complaints have been registered with CBI, serious fraud investigation cell and court(s) and are blacklisted by any bank, PSUs, Government Agency and other agency are not eligible and need not apply. To this effect, an undertaking should be uploaded by the bidder

H) Evaluation Process

The selection will be made in a two step process. Firstly, technical bids will be opened and evaluated by a Committee.

Financial Bids of only those bidders will be opened who qualify in the technical evaluation and who have furnished the required EMD.

I) Other Terms & Conditions

- i. Offers should be valid for a period of 60 days from the last date of receipt of Bids.
- ii. Any offer received after the prescribed deadline will be rejected. Conditional offers are liable to be rejected.
- iii. STC reserves the right to change or cancel the requirements at any time or reject any or all offers, wholly or partly, without assigning any reason whatsoever.
- iv. Offers received without EMD amount shall be summarily rejected except MSME/MSE/NSIC registered valuer and no further correspondence shall be entertained in this regard.
- v. Such Valuer who have carried out valuation of this property of STC during last 2 years are not eligible to participate in the bid process and their bid will be summarily rejected.
- vi. The selected valuer shall confirm its acceptance within five (05) days from the date of award of the assignment failing which the EMD amount will be forfeited.
- vii. Fee quoted should be inclusive of all costs i.e. taxes, duties, travel, out of pocket expenses etc.
- viii. Rates offered by the bidders in Financial Bid shall be mentioned both in word and figures otherwise the offer will be rejected summarily. In case of any variation in the words and figures, the rates in words shall be considered as offered rate.
- ix. STC may seek submission of further clarification or documents as based on initial evaluation including verification with original documents. STC also reserve the right to get verified, the submitted documents by the bidder, from issuing agency at the cost of bidder as per scheduled period allowed by STC during evaluation process.

- x. If at any stage the information furnished by the bidder is found to be false, not only he will be debarred from participating in the tender but also his EMD will be forfeited, besides suitable action will be taken against him, which STC's competent authority may deem fit.
- xi. All pages of supporting documents including STC's tender documents shall be signed and stamped. The scanned copy of the same should be uploaded on the e.portal
- xii. The success full bidder shall have to enter a legal agreement within maximum of ten days as per STC's format.
- xiii. The bidder shall submit only unconditional bid. Conditional offer shall be rejected summarily.

J) Confidentiality:

Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the parties submitting the proposals or to other persons not officially concerned with the process, until the contract/Letter of Award is entered into with the selected valuer.

K) Sub-contracting:

No sub-contracting by the applicant shall be accepted. Any sub-contracting shall be treated as breach of the terms and conditions of this agreement, as the consequence of which the security deposit, if any, shall be forfeited in addition to right of termination of the contractual relations with such applicant at the sole discretion of STC.

L) Applicable law and jurisdiction:

The tender will be governed by the laws and procedures established by the Government of India, within the framework of applicable legislation and enactment made from time to time. All the legal disputes between the parties shall be governed by the courts/tribunals/forums situated in Delhi which shall have the exclusive jurisdiction, to entertain such disputes.

M) Ownership of tender documents and information therein:

All documents uploaded by the bidder relating to this tender will become the property of STC upon submission. Where the bidder believes that information provided in response to this tender is, or should be kept confidential; or disclosure of this information would unreasonably

affect the bidder business affairs, notice is to be given at the time of delivery of the information or documents by clearly marking such information 'confidential'. In so far as is practicable, STC will give effect to the bidder's stated wishes, and requests for access to such information will be determined under the RTI Act.

N) Disclaimer:

The issue of this document does not in any way commit or otherwise obliges STC to proceed with all or any part of the procurement process. This tender is not the subject of any process contract or any contractual obligations between STC and Prospective bidder/valuer. STC may, at its absolute discretion, elect to abandon any part or whole of the process without giving prior notice to the Prospective bidder/valuer. STC reserves the right to consider any offer at any point of time without assigning any reasons whatsoever.

O) Indemnity:

The valuer will indemnify STC of all legal/other obligations of its professionals/employees.

STC also stands absolved of any liability on account of fraud or breach of trust caused by the Valuer, its employees and also for any damages or compensation due to any dispute between the Valuer and its employees causing thereby any damages affecting the scope of work or the award as given to the successful bidder.

STC shall also be indemnified from any act or any factual concealment causing thereby damages or any legal proceedings against STC by any third party OR any information given by the valuer in terms of the scope of work and the award which is in the nature being misleading, factual incorrect, or in any manner conflicts or given against the interest of the STC or which unable the STC to achieve and arrive at its requirement given under this invitation. Valuer also undertakes to keep STC harmless and indemnified from any loss or costs resultant from any decree/order/award obtained against the Valuer having tendency to be enforced against the STC. Also, the STC shall be indemnified, from any consequential action taken by STC in order to protect its interest or in order to defend any suit or legal action for itself or for on behalf of Valuer, to the extent of Money awarded against/Damages imposed or any other legal obligation directed upon the STC including cost/legal expenses/interest imposed thereupon.

For any other further clarification, contact:

Shri Sukhdev Singh,
Dy.General Manager,
The State Trading Corporation of India Limited, Jawahar Vyapar Bhawan,
Tolstoy Marg, New Delhi – 110001.
Phone No. 011 23462063, Mobile No. 9910985400
Email: sukhdevsingh@stclimited.co.in

FINACIAL BID

The Dy. General Manager (AUD).
The State Trading corporation of India limited,
Jawahar Vyapar Bhawan,
Tolstoy Marg,
New Delhi-110001

Sub: Appointment of valuer for valuation of immovable properties.

Sir,

Reference Tender Notice Reference No. STC/AU/CO/Revaluation/134/2018 dated 25.09.2018 issued by STC, we submit below our Bid.

(1). Organization's Information:

- a). Organization's name: _____
b). Contact person's name: _____
c). Office Address: _____
d). Telephone/Mobile No.: _____
e). Fax No.: _____
f). Email: _____
g). Website: _____
h). Bank Details of the organization: Name of Account Holder _____
Name of Bank _____
Bank Address _____

Account No. _____
Type of Account _____
MICR Code _____
IFSC Code _____

(2). Total Fees quoted In Figures: Rs. _____ (All Inclusive)
In Words: Rupees _____

We agree to abide by all the terms & conditions contained in STC's above referred announcement.

Note: The bid will be valid for a period of 60 days from the date of opening of the technical bid.

Yours faithfully,
Signature: _____
Name: _____
Company seal: _____

TECHNICAL BID

(To be submitted on letter head)

The Dy. General Manager (AUD).
The State Trading corporation of India limited,
Jawahar Vyapar Bhawan,
Tolstoy Marg,
New Delhi-110001

Sub: Appointment of valuer for valuation of immovable properties.

Sir,

Reference Tender Notice No. STC/CO/AU/Revaluation/134/2018 dated 25.09.2018 issued by STC, we submit below our technical bid in response to the announcement.

(1). Organisation's Information:

- a). Organisation's Name: _____

- b). Contact person's name: _____
- c). Office Address: _____

- d). Telephone/Mobile No.: _____
- e). Fax No.: _____
- f). Email: _____
- g). Website: _____

2). Bank Details of the organization:

Name of Account Holder _____
Name of Bank _____
Bank Address _____

Account No. _____
Type of Account _____
MICR Code _____
IFSC Code _____

3). List of Assignments

S. No.	Name of Institutions for which the assignment has been done	Year	Valuation of Real Estate

4). List of Enclosures (documents to be uploaded on line must be duly signed and stamped) :-

a) Declaration showing that the bidder is currently a govt. approved valuer and comply with the provision of Section 247 of the Companies Act, 2013 and rules framed therein. (As per format attached).

b) Certificates showing empanelment with PSU's /Govt. Department etc. for the last 2 years as per point ii of clause 'G' of tender document.

c) Showing documentary proof that the bidder is in the real estate valuation continuously at least for last 5 years.

d) Copy of Valid Pan Number and GST Number.

e) Copy of Registration Certificate in case of MSME/NSIC/SME units.

f) Undertaking stating that the bidder is not black listed/debarred by any of Govt. Department/ PSU/Bank /Any other Govt. Agency etc. (As per format attached).

g) Any other documents except referred above required as per tender terms and conditions.

5) We have deposited Earnest Money Deposit (EMD) of Rs. 25,000/- as per the following details:

UTR No. : _____

Date of Deposit : _____

Name of Bank : _____

Branch : _____

We agree to abide by all the terms & conditions contained in STC's above referred announcement.

The Financial Bid for appointment as valuer for valuation of STC's properties has been uploaded separately.

Yours faithfully,

(Authorized Signatory)_____

Name_____

Company Seal_____

Encl: as above.

DECLARATION

I/We _____ proprietor(s) of the firm _____ hereby declare that the bidder is currently a Government Approved Valuer, and in compliance with provision of Section 247 of the Companies Act – 2013 and the Rules framed therein, i.e., Companies (Registered Valuers and Valuation) Rules, 2017 and also any other relevant Government mandated rules & regulations and any other registration requirements applicable to undertake the valuation of immovable properties.

(Authorized Signatory) _____
Name _____
Company Seal _____
Date _____

UNDERTAKING

I/We, the proprietor(s) of the firm _____ hereby undertake that the no complaints have been registered with CBI, serious fraud investigation cell and court(s) and I am not blacklisted by any bank, PSUs, Government Agency and other agency.

(Authorized Signatory) _____
Name _____
Company Seal _____
Date _____