

**THE STATE TRADING CORPORATION OF INDIA LTD.,  
NILHAT HOUSE, 9<sup>TH</sup> FLOOR, 11, R.N. MUKHERJEE ROAD,  
KOLKATA-700 001.**

**OFFICE PHONE NO. : (033) 4410 3644.**

No. : STC/KOL/GAD/SOF/2018/03

Date: 13/11/2018

Tender Closing Date / Time : 26/11/2018 (10:30 hrs.)

Bid Opening Date / Time : 26/11/2018 (11:00 hrs.)

**NOTICE INVITING QUOTATIONS FOR SALE OF UNUSED AND  
DAMAGED OFFICE ITEMS ON “AS IS WHERE IS BASIS” AGAINST  
“ADVANCE PAYMENT”.**

The State Trading Corporation of India (STC) at Nilhat House, 9<sup>th</sup> Floor, 11, R.N. Mukherjee Road, Kolkata 700 001 invites quotations from established and reputed agencies/firms/contractors/Sole proprietorship for disposal of office obsolete, unused and damaged office furniture and equipments etc. from its Office premises on “as is where is basis” against “advance payment”.

Note-1. : The bidder has to submit lumpsum quotation (inclusive of GST) for the entire lot of old, unused and damaged office items. Any offer for the part quantity will be rejected.

Note-2 : The successful bidder has to dismantle and remove (wherever required), stacking, lifting, movement, transportation etc. of the old, unused , damaged office items and the entire cost, expenses responsibility of above activities lies with the bidder.

Note-3 : The sale is on “as is where is basis” and against “advance payment”. The successful bidder to make arrangement for lifting the items from Office premises of STC at their own cost and expenses.

Note-4 : The prospective bidders may visit the STC Office at Nilhat House on 22<sup>nd</sup>, 23<sup>rd</sup> and 24<sup>th</sup> November,2018 between 10:00 hrs and 13:00 hrs to survey/inspect the items for which they intend to bid for this tender

Further, the details of the tender are as under:

- a) The prospective bidder shall be a Company/Firm/Sole Proprietor specialized in dealing with sale and purchase of office equipments, furniture etc.
- b) Bidder to furnish copy of valid GST Registration, if available.

- c) The bidder must have obtained valid Permanent Account Number (PAN) under the Income Tax Act, 1961 and copy of same should be attached.
- d) **Payment:** The successful bidder should deposit the entire amount with STC before lifting the office furniture and equipments etc.

The successful bidder has expressly agreed to lift the office furniture and equipments on “As is where is basis” and against advance payment.

STC has right to refuse delivery to the successful bidder if payment is not received in advance.

- e) Bid Security of Rs.5,000/- (Rupees Five Thousand only) (Interest free) in the form of Demand Draft/Pay Order/Banker’s Cheque in favour of “The State Trading Corporation of India Ltd., Kolkata”, shall be deposited with the quotation. The Bid Security of unsuccessful Bidder will be returned after completion of the quotation process on their request. The Bid Security of successful Bidder shall be refunded upon completion of job.
- f) The successful bidder (H1) would be awarded the contract and the H1 bidder to deposit the contracted amount on the next day or as per the direction of the STC management. Only on receipt of payment of contract amount, the H1 bidder will be allowed to lift the old, unused and damaged office furniture and equipments etc. on ‘as is where is” basis within 3 (three) days.

In case of failure to deposit the contract amount by H1 bidder, the security deposit of H1 bidder would be forfeited and the H2 bidder would be asked to match H1 bid and the H2 bidder to lift the obsolete, unused, damaged, office furniture and equipments etc. within 3 days by depositing the contract amount on the next day of the contract or as per direction of STC Management.

In case of failure to deposit the amount by H2 bidder or not agreeing to match H1 bid then the H3 bidder would be asked to match H1 bid and the H3 bidder to lift the obsolete, unused, damaged, office furniture and equipments etc. within 3 days by depositing the amount on the next day of the contract or as per direction of STC Management.

This process would be restricted till H3 bidder only.

- g) It is expressly agreed that the successful bidder has properly inspected and fully satisfied with the items to be sold as old, unused and damaged office furniture and equipments etc. before lifting. No complain will be entertained during the lifting and after lifting of furniture.
- h) The bidder should take all possible care for safety and security of the office premises / lifts / its surroundings while lifting the obsolete, unused, damaged, office furniture and equipments etc. In case of any damage to the premises / lifts / surroundings, he will be responsible and appropriate cost would be recovered.
- i) The successful bidder would employ all the labourers required for removal of obsolete, unused, damaged, office furniture and equipments etc. from Office premises and make arrangement for transportation as the sale is on “as is where basis is”.

## **2). Obligation to Rules :**

It is obligatory on the part of the successful bidder to abide by all the relevant Central, State & Local statutory laws and rules and STC will not be responsible for any dispute arising out of non-compliance of any of such laws and regulations.

## **3). Lifting :**

The successful bidder to lift the office equipments and furniture within three days of award of tender against advance payment on “as is where is basis”. STC has right to forfeit the EMD or any other dues of the successful bidder in case of failure to abide by the condition.

## **4). Other Terms and Conditions :**

- a. Intending parties may visit the site at Nilhat House, 9<sup>th</sup> Floor, 11, R.N. Mukherjee Road, Kolkata-700 001 during office hours between 22<sup>nd</sup> November – 24<sup>th</sup> November, 2018 (10.00 A.M. - 1.00 P.M.) for inspection, if any.

- b. All associated activities required for obtaining necessary clearance, permissions, approvals, all licenses from the local bodies, etc required for execution of this work shall be the responsibility of the successful bidder.
- c. During execution of the lifting the entire premises have to be kept clean and free from any obstructions, all the debris and surplus materials shall be removed from the work site as soon as works are completed.
- d. STC reserves the right to reject any or all tenders without assigning any reason thereof. The decision of STC in this regard shall be final.
- e. The rates of the successful bidder will be valid for 1(One) month from the date of issue of letter of acceptance. STC has the discretion to ask for extension for validity if required.
- f. The bidder should be operating in or around Kolkata and the complete details including telephone number for the same must be provided.
- g. The agency during the operation would exercise all measures/safeguards/precautions etc. to ensure safety & security of officials and occupants of the apartments.
- h. Any quotation received by Email/Fax/Courier/Speed Post etc. shall be rejected.
- i. STC has discretion to call for further documents / details / information, if required.
- j. The bidder shall sign and stamp each page of the Tender document and all other enclosures appended to it as a token of having read and understood the terms and conditions contained therein.
- k. STC reserves the right to reject the bid/quotation if same does not confirm to tender conditions.
- l. The tender forms shall be rejected if it is not complete in any aspect.
- m. The tender is subject to policy of STC's Management issued from time to time.

#### **5). Jurisdiction :**

The Contract shall be governed by the Law of India for the time being in force. The Courts of Kolkata shall only have jurisdiction to deal with and decide any legal issue or dispute arising out of this contract.

// 5 //

**6). Validity & Opening of Tender :**

The bidders are requested to submit their quotations duly sealed and stamped in the Tender Box placed near the Reception at STC of India Ltd., 9<sup>th</sup> Floor, “Nilhat House”, Kolkata-700 001.

The tender closing time and date is 26<sup>th</sup> November, 2018 (10.30 hrs.) and the bid would be opened in presence of the bidders on 26<sup>th</sup> November, 2018 (11.00 hrs.).

7) Please visit website: <https://stclimited.co.in> on regular basis for updates and amendments, if any, about the tender.

8) Please contact Office Phone No. : (033) 4410 3644 and following official Mr. Rohit Kumar at M. No.90077 83050 and Mr. C.R. Das, M. No.98746 24272 for clarifications and office visit during Office Hours only.

\*\*\*\*\*

**Annexure-I**

**PRICE BID**

1. Name of the Bidder :
  
2. Address of the Bidder :
  
3. Contact person with Mobile No. :
  
4. Details of Security Deposit :
  
- 5.

Quotation in Lump sum (In Rs.):	Quoted Price (In Rs.) :
	Applicable Tax (In Rs.) :
	TOTAL Rs.

(Signature of Authorized Signatory with date, seal & stamp)

**UNDERTAKING**

Dated :

We, hereby undertake and declare that the Quotation submitted by us is in conformity with the terms and conditions laid down in the tender documents.

We also undertake that we have not been blacklisted by any Central & State Government, PSUs or any other Statutory Bodies.

(Name & Signature with stamp & seal of  
Authorized Signatory)