

THE STATE TRADING CORPORATION OF INDIA LTD.

Tender for appointment of Assets Revaluation Consultant

Reference No. STC/AUD/ARC/2013

Dated: 10.11.2013

A) Invitation of offers for appointment of valuer for revaluation of Assets.

STC invites offers from reputed Organizations having relevant experience for appointment as valuer for revaluation of various assets of STC located at Agra, Ahmedabad, Bangalore, Bhopal, Chennai, Cochin, Gandhidham, Jalandhar, Kolkata, Kakinada, Mumbai, New Delhi and other related tasks as specified under Scope of work. Organizations interested in responding to this announcement must submit their bids in the prescribed format along with all necessary documentation and information requested therein. Tender documents can be obtained from STC's office at 6th Floor (Annexe), Jawahar Vyaapaar Bhawan, Tolstoy Marg, New Delhi-110001 on payment of Rs. 500/- as per the following schedule:

Sale of Tender documents	Between 11.11.2013 to 03.12.2013 on working days between 10 AM to 5 PM.
Closing date/time	04.12.2013 upto 02.30 PM
Opening date/time/Venue (Technical Bid only)	04.12.2013 at 3.00 PM at Mini Board Room 10th floor, Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi-110 001

Tender documents can also be downloaded from STC's website for which the cost of tender documents i.e. Rs. 500/- is to be submitted along with the tender by way of Demand draft/Banker cheque in favour of State Trading corporation of India Ltd. Payable at New Delhi otherwise, the tender would be rejected.

An earnest money deposit of Rs.10,000/- (Rupees Ten Thousand Only) in the form of Demand Draft/Bankers Cheque only in favour of the State Trading Corporation of India Ltd. payable at New Delhi must be submitted along with technical bid. The EMD of unsuccessful bidder shall be refunded without any interest at the earliest opportunity after a decision is taken by STC on selection of the vendor. The EMD of successful bidder shall be held as interest free Performance guarantee till the completion of work.

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Both the technical bids and financial bids should be submitted on Company letterhead in two separate sealed covers. All pages including enclosures, must be serially numbered and signed by the authorized signatory.

The duly completed Technical bid sealed in an envelope alongwith EMD and other enclosures, should be superscribed" TECHNICAL BID FOR APPOINTMENT AS VALUER OF ASSETS". Similiarly, the duly completed Financial Bid should be sealed in an envelope and superscribed" FINANCIAL BID FOR APPOINTMENT AS VALUER OF ASSETS". Both the envelopes should then be put into a third envelope, sealed and superscribed "BID FOR APPOINTMENT AS VALUER OF ASSETS" and the same should be dropped in the Tender Box kept at following place :-.

The State Trading corporation of India Ltd.
6th floor Annexe
Jawahar Vyapar Bhawan, Tolstoy Marg,
New Delhi-110001

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

B) STC Background

STC is a premier International Trading Company of the Government of India undertaking exports, imports and domestic trading operations on behalf of Government of India as also for private Trade and Industry had turnover of about Rs. 20,000/- crores during 2012-13. In addition to its Corporate Office in New Delhi it has 13 Branches/sub-branches spread throughout the country.

C) Description of Requirement

As the properties of the Corporation are presently shown at Book value(historical cost) and, therefore, do not show the true financial strength of the corporation. 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 each asset and provide basis thereof.

E) Deliverables

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- i) The selected consultant will submit a draft report within a period of 60 days from the award of work.
- ii) The final report considering STC feedback of the draft report shall be submitted within 15 days of receipt of STC's comments.

F) Pre Qualifications

- i) The bidder should be registered with the institute of valuers, as also under Section 34 AB of the wealth tax act and with the income tax/central board of direct taxes for valuation of immovable properties.
- ii) The bidder should be empanelled with the Government of India/Nationalised Banks/NDMC/MCD/CPWD etc.
- iii) The bidder should have a minimum experience of five years in the field of real estate valuation.
- iv) The bidder should have the experience of conducting valuation of immovable properties on behalf of PSU's/Government departments/Public sector banks/Insurance companies/Housing finance firms/leading listed companies etc.
- v) The bidder should have a valid PAN and Service tax registration number.

G) Evaluation Process:

The selection will be made in a two step process. Firstly, only technical bids will be opened and evaluated by a committee. Technical bids will be assessed on the basis of past experience of the bidder.

Financial bids of only those bidders will be opened who qualify in the technical evaluation and who have furnished the required EMD. Time and venue of opening of financial bids shall be informed separately to the technically qualified bidders.

H) Payment Terms:

- i) No advance payment will be paid at the beginning of the work.
- ii) The payments shall be made within 30 days of the submission of final report.

- iii) The price quoted shall be inclusive of all taxes and duties and all such taxes and duties shall be borne by the successful bidder.
- iv) STC shall deduct all applicable taxes while releasing payments to the selected vendor.

I) Other Terms & Conditions

- i) Offers should be valid for a period of 30 days from the last date of receipt of Bids.
- ii) Self attested copies of all the documentary evidence should be submitted for the purpose of pre-qualification and technical evaluation.
- iii) All the eligibility data should pertain to the bidder firm only and not to its parent/group/subsidiary company.
- iv) 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.
- v) Offers received without EMD amount shall be summarily rejected and no further correspondence shall be entertained in this regard.
- vi) Bids containing erasures or alterations without signatures will not be considered.
- vii) Firms against whom complaints have been registered with the CBI, Serious fraud investigation cell and court(s) and are blacklisted by any bank, PSU's, Govt. Agency and other agency are not eligible and need not apply.
- viii) The selected vendor shall confirm its acceptance within 7 days from the date of award of the assignment failing which the EMD amount may be forfeited.
- ix) Fee quoted should be inclusive of all costs, taxes, duties, travel, out of pocket expenses etc.
- x) Any offer received after the prescribed deadline will be rejected.
- xi) Conditional offers are liable to be rejected.

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- xii) Offers submitted by telex, telegrams, fax or e-mail shall not be considered.
- xiii) Prices offered by the bidders in Financial Bid may 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 prices in words shall be considered as offer price.
- xiv) STC may seek submission of further clarification or documents as based on initial evaluation including verification with original documents.
- xv) 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 the competent authority may deem fit.

K) 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 is entered into with the selected vendor.

For any other further clarification, contact:

Shri Prem Nath
Dy.General Manager,
The State Trading Corporation of India Limited,
Jawahar Vyapar Bhawan,
Tolstoy Marg, New Delhi – 110001.
Phone No. 011 23462106,
Email : aud@stc.gov.in
Mobile No. 9313139935

TECHNICAL BID

(To be submitted on letterhead)

To,
The Dy. General Manager
Assets Utilization Division,
6th Floor Annexe
The State Trading corporation of India limited,
Jawahar Vyapar Bhawan,
Tolstoy Marg,
New Delhi-110001

Sub: Appointment of valuer for revaluation of assets.

Sir,

Reference announcement of STC/AUD/ARC/2013 dtd. 10th Nov.2013 issued by STC , we wish to be considered for appointment of valuer by STC and submit below our technical Bid in response to the announcement.

1.Organisation's Information:

- a.Organisation's name: _____

- b.Office Address _____

- c.Telephone No. _____
- d.Fax No. _____
- e.Email _____
- f.Mobile No. _____

2.List of Assignments

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

: 2 :

We enclose herewith a demand draft of Rs. 10,000/- as EMD as per the following details:

Demand draft No.: _____
Dated: _____
Drawn on Bank: _____
Branch: _____

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

The financial Bid is enclosed in a separately sealed cover super scribed" FINANCIAL BID FOR APPOINTMENT AS VALUER FOR REVALUATION OF ASSETS.

Yours faithfully,

(Authorised Signatory) _____
Name: _____
Company seal: _____

Encl: As above.

FINANCIAL BID

(To be submitted on letterhead)

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 revaluation of assets.

Sir,

Reference announcement of STC/AUD/ARC/2013 dtd. _____ issued by STC and in continuation of the Technical Bid furnished by us in a separate sealed cover, we submit below our Financial Bid.

1. Organisation's Information:

- a. Organisation's name: _____
- b. Office Address _____

- c. Telephone No. _____
- d. Fax No. _____
- e. Email _____
- f. Mobile No. _____

2. Total Fees quoted
(All Inclusive)

In Figures: Rs. _____

In Words: Rupees _____

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

The financial Bid is enclosed in a separately sealed cover super scribed thereon "FINANCIAL BID FOR APPOINTMENT AS VALUER FOR REVALUATION OF ASSETS".

Yours faithfully,

Signature: _____

Name: _____

Company seal: _____