

INDIAN BANK (e-AB)

KMO, 2, N.S. Road, Kolkata

Notice Inviting Tender

**Notice inviting tender for disposal of Old Central AC Plant,
Package AC units & damaged Window / split ACs installed at
Kolkata Main Office, 2-NS Road, Kolkata-01**

Sealed tenders from interested parties are invited in two bid system for disposal of Central AC Plant and related pipes, etc installed at various floors at Kolkata Main Office, 2-NS Road, Kolkata-01. Brief list of the items is enclosed as annexure-1 and the interested parties may visit & inspect the items with permission from the Premises Department. Tenders are to be submitted to Assistant General Manager, Premises Department, Main Office building at 2, N.S. Road, Kolkata-700001 as per following program:

1	Site inspection	From 28.09.2020 to 14.10.2020
2	Inspection time	Between 12.00 PM to 4.00 PM on all working days except Sundays / Holidays. For inspection please contact Premises Department, Main Office, at 2 N.S. Road, Kolkata.
3	Submission of offer	On or before 15.10.2020 up to 1500 hrs
4	Opening of Tender	On 15.10.2020 at 1530 hrs.
5	Earnest money deposit	Rs.50,000/- in the form of DD / IOI in favour of Indian Bank (e-AB) payable at Kolkata
6	Deposit	The successful bidder has to deposit the full tender amount within 5 (five) days after receiving the work order.
7	Care of works	The bidder should take full responsibility and in case of any damage, loss or injury shall happen to the workers/Banks' building/staff or to any part thereof the bidder shall at his own cost repair and make good to the same.
8	Completion time	15 days

The sale will be on **"as is where is basis"** and interested parties are advised to quote rates of all the listed items in Banks' standard Financial Bid proforma. Total listed items will be sold in one stretch. The contractor is required to remove each and every item.

The Bank reserves the right to accept or reject any or all the tender without assigning any reason whatsoever.

Asst. General Manager (Premises)

TERMS & CONDITIONS

1. GENERAL CONDITIONS

1.1 Bank reserves the right to withdraw from Sale the material offered for sale in full or part thereof without assigning any reason whatsoever. Bank may also remove/delist any item/items from the list of items during the process, if found necessary.

1.2 Bank reserves the right to accept or reject any tender without assigning any reason and may sell the material to one or more than one tenderer as it may deem fit and no claim / complaint in this regard from the bidder will be entertained.

1.3 Any alteration and / or overwriting should be duly authenticated by the tenderer's signature.

1.4 Premises Department shall have the right to withdraw / cancel / issue amendment in the Tender documents or delete any of the condition clause stated in the tender, for which tenderer shall not be entitled to claim any cost, expenses in connection with submission of offer. In case the tender is withdrawn / cancelled the EMD will be refunded without any interest.

1.5 All kinds of legal proceedings in any matter arising out of the Contract shall be subject to the jurisdiction of the appropriate legal court at Kolkata.

1.6. The Contractor shall visit and ascertain the nature of work to be done and shall include all the cost involved for disposal including Lisoning & taking NOC/Permission from the Local Authorities etc. and public nuisance during the progress of the work.

2. MODE OF SUBMISSION OF TENDER

2.1 Tenders should be submitted in the prescribed form may be downloaded from Bank website www. or may be collected from the above address.

2.2 The Tender should quote their rate/amount for each items. Quoting of Lump sum amount for whole tender will not be considered and liable to rejection of tender.

2.3 The tenders should be submitted in two separate sealed envelopes/covers. **Envelop no.1** comprise of EMD, properly filled/duly signed Terms/Conditions & Letter of submission of Tender, & **Envelop no.2** should have only **Annexure-1** i.e. **Financial Bid. Both the envelops are to be submitted to The Assistant General Manager, Premises Department, Indian Bank (e-ALB) Main Office, Kolkata.**

2.4 Sealed tender documents should be dropped in the drop box kept in the Office of **Premises Department** prior to the closing date and time of tender. Once the tender is submitted no withdrawal will be allowed.

2.5 The tender documents submitted in any other form like Telex / Fax / Tele Fax / Telephones / E-mail will not be considered.

2.6 Tender documents submitted or received by post after the specified date and time are liable to be rejected.

2.7 **Incomplete tender, Technical & financial bids found in one envelop, Conditional tenders or combined tenders** with conditions at variances with the terms and conditions of tender **are liable to be rejected.**

2.8 The tenderer must sign each and every page of the General Terms & Condition and schedules to the tender which form an integral part of the Tender.

2.9 **Tenderer should have PAN and GST number.**

3. EARNEST MONEY DEPOSIT

3.1 The tenderer will have to pay **Earnest Money Deposit** of **Rs.50,000** in the shape of Account Payee demand Draft or Banker's cheque from any of the commercial banks. EMD may be drawn in favour of **Indian Bank, Kolkata.**

3.2 EMD will be refunded without any interest to successful tenderer only after satisfactory execution of the contract and fulfilment of all contractual obligations i.e. after lifting of all the materials within the stipulated period of time from Bank's site.

3.3 Each tender must be accompanied by Earnest Money deposit **with envelop no.1** for an amount as specified in the tender set. Tender found without EMD will be liable to be rejected.

3.4 In case of unsuccessful tenderer(s), the Earnest money deposit will be refunded as early as possible.

4. DEFAULT IN PAYMENT

4.1 In case of default in depositing tender amount by the successful bidder within the time limits specified in the Terms and Conditions of the tender, the tender shall be automatically stands cancelled thereby forfeiting the Earnest Money Deposit submitted by the bidder.

4.2 The Bank reserves the right to accept or not to accept payment from the successful bidder beyond the specified time limit.

5. DEFAULT IN DISPOSAL/REMAINING ITEMS

5.1 Premises Department reserves the right to allow or not to allow the purchaser to lift the materials with or without penalty after the expiry of stipulated period of time of completion of the job. For delay in lifting the materials from site from the date of completion, penalty will be charged @1% of the bid amount per week unless it is caused by the circumstances which Bank may consider beyond the control of the bidder including forfeiting of the Earnest Money Deposit submitted by the bidder.

6. QUALITY & QUANTITY

6.1 **The goods are offered purely on 'AS IS WHERE IS' basis. Pick and choose method for collection of materials is not permissible.**

6.2 The tenderer should thoroughly satisfy themselves about the nature, conditions, quality & quantity of material at the time of submission of tender.

7. LIFTING & COLLECTION

7.1 Lifting of all scrap / items from site is to be done " **as is where is basis**" at the risk and responsibility of tenderer. Items/scrap mentioned in the list will be removed by the bidder at his own cost and will be disposed off at his risk and cost.

7.2 The tenderer should follow the procedure of Premises Department with regard to entry of vehicle, removal of scrap / items in force at the time of removal / disposal. Cost of segregation / Cutting / bundling / loading / unloading / transportation etc. of scrap / materials are to be borne by the tenderer.

7.3 All statutory requirement and labour enactments should be strictly followed in respect of persons employed by the tenderer.

7.4 The tenderer's representatives, workers, Lorry drivers and others will have to strictly observe the working hours and regulations regarding the discipline and security during the disposal.

7.5 The Purchaser(s) must not indulge in any corrupt or unlawful practice while executing the contract. If any such case is reported and established, the Assistant General Manager, Premises Department will have full rights to forfeit the Security Money and cancel the contract.

8. SUBLETTING

Assignment of contract and / or subletting of this contract either in whole or in part are strictly prohibited. AGM, Premises Department may at his discretion terminate the contract and forfeit the security money in the event of parting of any interest, in assignment of and / or subletting of the contract, either in whole or in part by the Purchaser, if and when the fact of such parting assignment and / or subletting comes to light.

9. Payment Terms

Full payment has to be made within **Five days** from the date of receipt of the Sale Order or earlier as will be specified in the Sale Order. The payment will be made in the form of Demand Draft / Pay Order in favour of Indian Bank, Kolkata.

10. Lifting Period

Entire Quantity has to be lifted within **15 days** strictly as per instructions from Premises Department. Any delay in taking Delivery of materials beyond the specified period may attract penalty as per general terms **clause No.5** or may lead to Termination of contract.

11. Inspection:

The interested tenderers may inspect the tendered goods on above working days between **02.00PM to 04.00 PM except Sunday or holidays** at '**Indian Bank (e-AB) Kolkata Main Office, 2-N S Road, Kolkata.**

The prospective tenderers may contact Chief Manager, Premises Department. For inspection. **Only two person from each firm will be permitted for inspection of the items.** The person desire to inspect the items should submit PAN NO & GST NO and their firm's name.

The Tenderers will be permitted to inspect the items only once and they will not be entertained again.

12. No bidder shall contact the Premises Department and its officers on any matter relating to his bid from the time of the bid opening to the time the issue of work order. All bidders are strongly advised to furnish all material information in the bid itself.

13. Any effort by a Bidder to influence the Premises Department and its officers in it's decisions on bid evaluation, bid comparison or work order decision will result in rejection of the bid.

DECLARATION

I/ we have fully understood the above General Terms & Conditions of the Tender attached with the Tender which are returned herewith duly signed by me / us in token of having accepted the same and I / We have made by our offer keeping in view these Terms & Conditions.

Signature of Contractor

(Along with stamp)

Place:

Date:

To,

The Asst. General Manager (Premises Department),
Kolkata Main Office,
Indian Bank (e-AB), 2-NS Road,
Kolkata-01

Letter for submission of Tender

Dear Sir,

Re: OFFER FOR DISPOSAL OF OLD CENTRAL AC PLANT, PACKAGE AC UNITS & DAMAGED WINDOW / SPLIT ACS INSTALLED AT KOLKATA MAIN OFFICE, 2-NS ROAD, KOLKATA-01

With reference to your advertisement published in Newspaper and your web site on for disposal of the above items, I have to confirm that I have inspected the all the listed items and submit my offer of Rs..... (Rupees..... only) for the purchase of the same.

In consideration of I/We being invited to tender, I/We agree to keep the tender open for acceptance for **60 (sixty) days** from the date of opening of part-I of tenders and not to make any modifications in its terms and conditions which are not acceptable to Bank. A sum of Rs...../- (Rupees only) is hereby tendered in the form of demand draft/Banker's Cheque No._____ dated. _____ issued by _____ **Bank as Earnest Money Deposit** in favour of INDIAN BANK which amount will not bear any interest.

If I/We fail to keep the tender open as aforesaid or make any modifications in the terms and conditions of the tender which are not acceptable to INDIAN BANK, I/We agree that INDIAN BANK shall without prejudice to any other right or remedy be at liberty to forfeit the said earnest money absolutely. Should this tender be accepted, I/We hereby agree to abide by and fulfil all the terms and conditions and provisions of the aforesaid document. If after the tender is accepted, I/We fail to commence the execution of the works as provided for in the terms and conditions of contract, I/We agree that INDIAN BANK shall without prejudice to any of their rights or remedy be at liberty to forfeit the said earnest money absolutely.

Yours faithfully

(Signature)

Name in full :

Address :

.....

.....

Mobile No.....

Telephone No

Enclosure:

- 1) Demand Draft/IOI
- 2) Photocopy of Photo ID proof
- 3) Photocopy of Residential address proof

Financial Bid

Annexure-1

LIST OF ITEMS OF CENTRAL AC PLANT & Package AC units & damaged Window / split ACs Installed At Kolkata Main Office, 2-Ns Road, Kolkata-01

Sl.no	Description	Unit	QTY	Rate
Central AC PLANT				
1	Voltas Make DX (direct expansion) Unit80 Tr	Each	2	
2	Air Handling Unit Floor mounted24000 CFM	Each	1	
3	Compressor pump 80Tr	Each	2	
4	Water lifting pump 5 HP	Each	2	
5	Cooling Tower for 5H86 Central AC Voltas unit 120 Tr	Each	1	
6	150MM Dia CI Pipe along with accessories as available at site	Lot	LS	
7	100mm Dia GI Pipe along with accessories as available at site	Lot	LS	
8	150MM Dia CPVC Pipe along with accessories as available at site.	Lot	LS	
9	Electrical Panel of 5H86 Voltas unit	Each	1	
10	Electrical cable of different size connecting Panel to individual Unit.	Lot	LS	
Ductable Package AC Unit				
1	10 Tr Voltas make package AC Units	Each	9	
2	Cooling Tower for Voltas make Package AC unit 60Tr	Each	1	
3	Cooling Tower for Voltas make Package AC unit 30Tr	Each	1	
4	Electrical Panel for Voltas make Package AC unit 6x10Tr	Each	1	
5	Electrical Panel for Voltas make Package AC unit 3x10Tr	Each	1	
6	Electrical cable of different size connecting Panel to individual Unit.	Each	2	
7	100/75mm Dia CI/GI Pipe along with accessories for above Package AC unit	lot	LS	
Old/Damaged Window/Split AC				
1	Window AC	Each	15	
2	Split AC	Each	12	
TOTAL				
AMOUNT IN WORDS				