



**TAMIL NADU TRADE PROMOTION
ORGANISATION**

TENDER DOCUMENT

Name of work:

**SALE OF PLASTIC SCRAP, STEEL SCRAP, WOOD
SCRAP AND PAPER SCRAP
ON
“AS IS WHERE IS BASIS”
(CATEGORY I)**

December - 2018

**TAMIL NADU TRADE PROMOTION ORGANISATION
(A Joint Venture of Govt. of India and Govt. of Tamil Nadu)
Chennai Trade Centre Complex
Mount Poonamallee Road, Nandambakkam, Chennai – 600 089.
Phone No: 044-2231 5552, 9176881000
Website: www.chennaitradecentre.org
Email: tntpo@chennaitradecentre.org**

DISCLAIMER

The information contained in this tender document or subsequently provided to bidders, whether verbally or in documentary form by or on behalf of Tamil Nadu Trade Promotion Organisation (TNTPO) or any of its employees or advisors (collectively referred to as “TNTPO representatives”), is provided to the bidders on the terms and conditions set out in this document and any other terms and conditions subject to which such information is provided. This document is not an agreement and is not an offer. The purpose of this document is to provide interested parties with information to assist the formulation of their proposals.

This document does not purport to contain all the information each bidder may require. Each bidder should conduct its own due diligence, investigation and analysis and should check the accuracy, reliability and completeness of the information in this document and obtain independent advice from appropriate sources.

The prospective bidder will be responsible for all obligations to its staff, their payments, complying with the labour laws, minimum wages Act and any other Act in respect of the staff employed by it for this assignment. Under no circumstances, TNTPO will be responsible for any non-compliance with statutory requirements in respect of the bidder’s staff.

TNTPO may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this document from time-to-time, under intimation to the bidders. TNTPO reserves the right to accept or reject any or all proposals without giving any reasons. The bidding process shall be governed by the laws of India and courts at the State of Tamil Nadu will have jurisdiction over the matter concerning and arising out of document.

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NOTICE INVITING TENDER (CATEGORY I)

No. 159/TNTPO/Admin/CTG1/2018

31.12.2018

Sealed tenders are hereby invited on behalf of Tamil Nadu Trade Promotion Organisation, Chennai from Industry owners, Scrap Dealers, Individuals and others who are interested in buying Plastic Scrap, Steel Scrap, Wood Scrap & Paper Scrap.

The details are as summarized below:

a)	Name of the Stock:	a) Plastic Scrap – HSN – 3915 – 5% b) Steel Scrap – HSN – 7204 – 18% c) Wood Scrap – HSN – 4401 – 5% d) Paper Scrap – HSN – 4707 – 5%
b)	Procedure for quoting price	The offer price shall be quoted for each category of the scrap (as detailed on above at Para ‘a’ of this table) as per their relevant units on “as is where is basis”, as per the format attached at annexure A. The tender shall be awarded based on the highest offer received for individual stock. In other words, the successful bidder would be decided for each item based on the highest offer received for particular item.
c)	Earnest Money Deposit along with tender	Rs. 5,000/-
d)	Cost of Tender Document	Rs. 250/- + GST @ 18%
e)	Scrap Lifting Time	Within 07 days from the date of awarding the order
f)	Last date of submission of completed tender documents	03:30 PM on 09.01.2019 (Sale of Tender document 31.12.2018 – 09.01.2019 on all working days from 10:00 AM – 05:00 PM and on 09.01.2019 up to 03:00 PM)
g)	Date of opening of Tender	4:00 PM on 09.01.2019

All relevant details, Terms & Conditions etc are available on website www.chennai tradecentre.org. Tender document can either be downloaded from www.chennai tradecentre.org or collected in person on payment by Demand Draft in favour of “TAMILNADU TRADE PROMOTION ORGANISATION” payable at Chennai towards the cost of tender document. The cost of tender documents will not be refunded under any circumstances.

1. In case Tender Document is downloaded from website, the cost of Tender Document i.e. Rs. 250/- + GST @ 18% should be enclosed while submitting the duly filled Tender by way of Demand Draft in favour of “TAMILNADU TRADE PROMOTION ORGANISATION” payable at Chennai.
2. The last date of submission of sealed tender document addressed to the Managing Director, Tamil Nadu Trade Promotion Organisation, Mount Poonamallee Road, Nandambakkam, Chennai – 600 089 is 09.01.2019 up to 3:30 PM.
3. The Managing Director reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.

Managing Director,
Tamil Nadu Trade Promotion Organisation
Chennai – 89

INSTRUCTION TO THE TENDERERS

The tender shall be submitted in accordance with these instructions and any tender not confirming the instructions as under is liable to be rejected. These instructions shall form the part of the tender and contract.

1. The tender should be submitted in **sealed cover** super scribed as “**SALE OF PLASTIC SCRAP, STEEL SCRAP, WOOD SCRAP AND PAPER SCRAP**”.
2. In case Tender Document is downloaded from the website, the cost of Tender Document i.e. Rs. 250/- (Rupees Two Hundred and Fifty only) + GST @ 18% should be enclosed with the Tender by way of Demand Draft in favour of “TAMILNADU TRADE PROMOTION ORGANISATION” payable at Chennai.
3. The tender shall be submitted along with the Demand Draft for Rs. 5,000/- (Rupees Five Thousand only) towards Earnest Money Deposit in favour of “TAMILNADU TRADE PROMOTION ORGANISATION” payable at Chennai.
4. The Tender shall be completed in all respect and should be signed with date by Authorized Signatory of tenderer on all the pages.
5. The offer price shall be quoted for the scrap as per their relevant unit basis on “**As is where is Basis**” as excluding government taxes and duties.
6. The Tenderers are free to inspect the Scrap at the Tamil Nadu Trade Promotion Organisation, Nanadambakkam, Chennai – 600 089 from 10:00 AM to 05:00 PM on any working days from Monday to Friday i.e. from 31.12.2018 to 08.01.2019.
7. The tender shall be awarded based on the highest offer received for individual item / stock. In other words, the successful bidder would be decided for each item based on the highest offer received for particular item. Accordingly the delivery of each item would be issued separately to selected bidder for that particular item.
8. Procedure for disposal of Scrap:
 - a. The successful Tenderer i.e. H1 shall deposit a lump sum amount including GST in Rupees for individual category of scrap as detailed under by way of Demand Draft in favour of TAMILNADU TRADE PROMOTION ORGANISATION towards the cost of scrap (approx.) within five working days from the date of awarding the order.

The details of lump sum amount to be paid for individual category of scrap shall be calculated as per the formula as under;

Amount in Rupees for the lump sum payment = (Approx. quantity as indicated in column No. 2 of under table) Multiply (the offer price quoted by you through this tender).

The approximate quantity for individual category of scrap is given in the table under:

Sl. No.	Description of Scarp	HSN Number & GST	Approximate quantity for payment of Lump sum amount
1	Plastic	3915 – 5%	45 Kg
2	Steel	7204 – 18%	65 Kg
3	Wood	4401 – 5%	810 Kg
4	Paper	4707 – 5%	200 Kg

- b. It may be noted that the quantity as mentioned above against individual category of scrap shall be considered as approximate quantity but the actual payment would be calculated on the basis of actual quantity of scrap to be lifted. In case the actual quantity is less than the quantity mentioned above para, the balance amount out of the lump sum amount paid would be returned. If any excess amount to be paid, it should be paid within three working days.
- c. The truck / tempo for Scrap lifting and carrying shall be arranged by tenderer at their cost. The tenderer shall have to make arrangement for loading of scrap to truck / tempo at their cost and TNTPO will not pay any charges for the same.
- d. Prior to the loading of scrap on the Truck / Tempo, the empty Truck / Tempo shall be taken to the Weighing Bridge for weighing in presence of official from TNTPO
- e. The loaded truck would again be sent to the weighing scale for weighing, and the weight of material would be calculated for payment of quantity of scrap based on the quoted price. The Weighing Bridge will be decided at random by TNTPO officer.
- f. While lifting the scrap, the successful bidder should not damage the property of TNTPO. Damages, if any is caused should be compensated by the bidder, the amount of which shall be determined by the Managing Director, TNTPO.

We confirm with our acceptance to the instructions given above.

TENDERER'S NAME & SIGNATURE WITH SEAL

FORM OF TENDER

To
The Managing Director,
Tamil Nadu Trade Promotion Organisation,
Chennai Trade Centre Complex,
Nandambakkam,
Chennai – 89.

Sub: Offer for Plastic Scrap, Steel Scrap, Wood Scrap and Paper Scrap on
“As is where is basis”

Madam

HAVING EXAMINED AND PERUSED THE FOLLOWING DOCUMENTS

1. Notice Inviting Tender
2. Instruction to the Tenderers
3. Form of Tender
4. Commercial & General Terms & Conditions

I/We hereby submit our quoted rates in the enclosed format of “offer format” as Annexure – A.

The validity of the offer is 15 days from the last date of submission of tender i.e. the offer for scrap is valid till

I/We agree with our acceptance for:

1. A sum of Rs. 5,000/- (Rupees Five Thousand only) is enclosed herewith in the form of DD / Banker’s Cheque No..... dated..... drawn on (Bank Name) towards Earnes Money Deposit in favour of “TAMILNADU TRADE PROMOTION ORGANISATION” payable at Chennai.
2. I agree for the refund of EMD without any interest.

3. I/We agree that the price quoted in “Offer Format” enclosed as in Annexure – A is excluding of taxes, duties and other Government levies as applicable on the sale of scrap.
4. In the event of my success in tender, I/We will pay lump sum amount in Rupees as detailed in “**INSTRUCTION TO THE TENDERERS REFER PARA 8**” by way of Demand Draft / Pay Order in favour of TAMILNADU TRADE PROMOTION ORGANISATION towards the cost of Scrap (Approx.) within five working days from the date of awarding the order.
5. I/We agree that the quantity as mentioned against individual category of scrap in Para 8 of “**INSTRUCTIONS TO THE TENDERERS**” shall be treated as approximate quantity and the actual payment would be paid on the basis of actual quantity of scrap to be lifted.
6. I/We shall have to make all arrangements for loading of scrap to truck / tempo at our cost. Also I/We shall bear the cost of both weighing (empty and loaded) the Truck / Tempo at the weighing bridge as selected by TNTPO officer.
7. I/We agree to lift the whole lot of scrap and not a part thereof failing which TNTPO will be at a liberty to forfeit EMD deposited by me/us.
8. I/We agree that the event of failure to deposit lump sum amount as detailed in Para 8 of **INSTRUCTION TO THE TENDERERS** within stipulated time of five days period from the date of awarding the order, you shall be at liberty to forfeit the Earnest Money Deposit.
9. I / We agree that the Managing Director, TNTPO reserves the right to reject the tender wholly or partially without assigning any reasons.

I/We have thoroughly read the “Form of Tender” and confirm with our acceptance to all terms and conditions without any deviation.

TENDERER’SNAME & SIGNATURE WITH SEAL

Enclosed duly filled Annexure – A

COMMERCIAL AND GENERAL TERMS & CONDITIONS

Sealed Tenders are hereby invited for disposal of Plastic Scrap, Steel Scrap, Wood Scrap and Paper Scrap on “As is where is basis”. The Scrap is available for disposal at Tamil Nadu Trade Promotion Organisation, Nandambakkam, Chennai – 600 089 as per the following terms & conditions:

1. Tenderers shall submit their offers in a sealed cover superscribed as “Tender for the sale of Plastic Scrap, Steel Scrap, Wood Scrap and Paper Scrap” at TNTPO (Category I) on or before 09.01.2019 up to 03:30 PM
2. The tender should be accompanied with the Earnest Money Deposit of Rs. 5,000/- in the form of a Demand Draft “TAMILNADU TRADE PROMOTION ORGANISATION” payable at Chennai. No Cheque or cash shall be accepted. The offers without Earnest Money Deposit will be rejected.
3. Tenderers shall take into account the cost of labour, loading & cartage etc for taking delivery from the premises of TNTPO before quoting the rates. In this regard no claim what so ever shall be entertained by the TNTPO and shall hand over the scrap to successful tenderers on the place where it is actually lying presently in the Campus.
4. The successful Tenderer shall bear the cost of weighing the empty & loaded Truck / Tempo.
5. TNTPO officer shall accompany the Truck / Tempo arranged by the successful tenderer for weighing. The weighing bridge selected by TNTPO officers for weighing the empty / loaded truck / tempo shall be binding on the Tenderer. The empty Truck / Tempo shall be directly brought to the Centre after weighing.
6. The Managing Director, TNTPO reserves all the rights to accept or reject any or all the offers. The decision of the TNTPO will be final and binding on the Tenderers.
7. The tenders will be opened at TNTPO on 09.01.2019 at 04:00 PM. The Tenderers or their authorized representatives (one person only) may be present at the time of opening of the tender.
8. The EMD deposited by the successful Tenderers shall be refunded after lifting the whole lot of scrap & full payment including all Taxes & Government levies (as applicable). The EMD of unsuccessful Tenderers will be refunded within one month after announcement of the decision and no interest will be payable on this account.

9. The successful Tenderers shall pay lump sum amount in Rupees as detailed in PARA 8 of “INSTRUCTION TO THE TENDERERS” by way of Demand Draft TAMILNADU TRADE PROMOTION ORGANISATION payable at Chennai towards the cost of Scrap (Approx.) within five working days from the date of awarding the order. It may be noted that the quantity as mentioned against individual category of scrap in Para 8 of Instructions to Tenderers shall be treated as approximate quantity but the actual payment would be payable on the basis of actual quantity of scrap to be lifted.
10. All responsibility related to labour P.F., ESI, Insurance etc or any taxes as applicable will be of the successful Tenderers. TNTPO shall not be responsible for the same.
11. The scrap is being sold on “AS IS WHERE IS BASIS”. The scrap is being sold on the assumption that the Tenderers have inspected them and know what they are buying and the principles of “CAVEAT EMPTOR” shall apply and no reliance must be placed on any description of the scrap.
12. All the communication shall be addressed to:
- The Managing Director,
Tamil Nadu Trade Promotion Organisation,
Nandambakkam,
Chennai – 600 089.
13. In the event of any dispute the legal matter shall be subjected to the jurisdiction of Chennai Court Only.

We confirm with our acceptance to the Commercial and General Terms & Conditions (two pages) as given above.

TENDERER’S NAME & SIGNATURE WITH SEAL

ANNEXURE – A
OFFER FORMAT

I/We offer our price for the scrap on “As is where is basis” as detailed under

Sl. No.	Description of Scrap	Unit	Offer Price in Rupees per unit (in Figures and words) excluding GST
1	Plastic	Kg	
2	Steel	Kg	
3	Wood	Kg	
4	Paper	Kg	

I/We agree to pay taxes & Government levies extra to the above quoted price.

I/We confirm that I/We have clearly understood the details / terms as specified in:

- a) Notice Inviting Tender**
- b) Instructions to the Tenderers**
- c) Form of Tender**
- d) Commercial & General Terms & Conditions of the Tender and agreed for their compliance in totality, of all the above, without any deviation.**

TENDERER'S NAME & SIGNATURE WITH SEAL
