

**Delhi Regional Office, F-8-11 Flatted Factory Complex, Jhedewalan,  
Rani Jhansi Road, NEW DELHI – 110055**

No.MMTC/DRO/ADMN/LIFT/2020-21

Dated: 02-03-2021

<b>TENDER DOCUMENT</b>	
<b>TENDER TITLE DISPOSAL OF UNSERVICEABLE OLD LIFT (OTIS MAKE) ON “AS IS WHERE IS BASIS” AT MMTC LIMITED, DELHI REGIONAL OFFICE, FLATTED FACTORY COMPLEX,JHANDEWALAN NEW DELHI</b>	
<b>TENDER REF NO. MMTC/DRO/ADMN/LIFT/2020-21 DATE: 02-03-2021</b>	
<b>MODE OF TENDERING :Single Bid System</b>	
The tender in electronic mode has to be submitted at <a href="https://mmtc.abcpocure.com">https://mmtc.abcpocure.com</a> after following the procedure given in tender documents.	
<b>DESCRIPTION</b>	
Place / Address of receiving the manual bid	MMTC LIMITED, DELHI REGIONAL OFFICE, F8-11, FLATTED FACTORY COMPLEX,JHANDEWALAN NEW DELHI - 110055
Cost of Tender documents	NIL
Earnest Money Deposit (EMD) / Security Deposit (SD)	Rs. 10,000/- either through DD in favor of MMTC Limited, payable at New Delhi from any Scheduled Bank or through NEFT/RTGS as per details given
Bid submission Start	02-03-2021 at 1630 hours
Closing Date & Time	22-03-2021 at 16:00 hours
Bid Opening Date & Time	22-03-2021 at 1630 hours at MMTC Limited, Delhi Regional Office, Flatted Factories Complex, Jhandewalan, New Delhi – 110055
Validity of Bid	60 days
Tender Inviting Authority	MMTC LIMITED, DELHI REGIONAL OFFICE, NEW DELHI
Place of Inspection	MMTC LIMITED, DELHI REGIONAL OFFICE, F8-11, FLATTED FACTORY COMPLEX, JHANDEWALAN NEW DELHI – 110055. From 08-03-2021 to 12-03-2021 between 3.00 to 5.00 PM on all working days.
Local Contact Person	Chief Manager (Admn), MMTC LIMITED, JHANDEWALAN NEW DELHI – 110055
Tender may either be obtained from MMTC, at above given address on any working day or downloaded any time from website <a href="http://www.mmtclimited.com">www.mmtclimited.com</a> , <a href="https://eprocure.gov.in">https://eprocure.gov.in</a> and <a href="https://mmtc.abcpocure.com">https://mmtc.abcpocure.com</a> .	
Corrigendum/addendum issued, if any, shall only be hoisted on websites mentioned above.	

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## 1. INSTRUCTIONS TO BIDDERS

E-bids are invited from the vendors who comply with general terms and conditions as per following for disposal of unserviceable old lift (OTIS MAKE) on “as is where is basis”, at MMTC LIMITED, DELHI REGIONAL OFFICE, F8-11, FLATTED FACTORY COMPLEX, JHANDEWALAN NEW DELHI – 110055.

a) The bid document can be downloaded from our website [www.mmtclimited.com](http://www.mmtclimited.com), <https://eprocure.gov.in> and <https://mmtc.abcprocure.com>.

b) **Submission of Tenders:** The bidder shall submit bids in electronic mode

i. Tender document is available on [www.mmtclimited.com](http://www.mmtclimited.com), <https://eprocure.gov.in> and MMTC e-procurement website <https://mmtc.abcprocure.com> for online mode submission of Tender on <https://mmtc.abcprocure.com>. For online submission, Tenderer is required to obtain Class III Digital Signature (meant for e-tendering) from any of Certifying Authority recognized by Controller of Certifying Authority ([www.cca.gov.in](http://www.cca.gov.in)) and have to register with e-procurement portal <https://mmtc.abcprocure.com> (a one-time activity) independent of each other as detailed below.

ii. **Procedure for obtaining Digital Certificate:** Tenderer should obtain digital certificate to participate in the e-Tender. The procedure for obtaining Digital certificate is given in the web site <https://mmtc.abcprocure.com>. In case of any difficulty, the tenderers can either mail or talk to the Technical Support Engineer, whose contact details are given below.

iii. **Procedure for Registering in E-Procurement portal:** Tenderer has to register with our E-procurement portal. For registering, please go to <https://mmtc.abcprocure.com> and follow the directions. In case of any difficulty either mail or talk to the Technical Support Engineer, whose contact details are given below.

iv. For any assistance on e-bidding process, please contact **Mr. Himanshu, 9265562826, [delhi.support@eptl.in](mailto:delhi.support@eptl.in)** or below persons :-

### e-Tendering Services ( Uploading / Bidding )

S. No.	Vendor's Queries	Mobile & Landline No.	e-Mail Ids
1.	New Applicant/Bidder Registration (Portal Registration), Vendor's ID/ Profile Activation, Renewal of Vendor's ID.	+91-(79)- 68136833 +91-(79)- 68136850 +91-(79)- 68136878 +91-(79)- 68136823 +91-(79)- 68136849	<a href="mailto:support@abcProcure.com">support@abcProcure.com</a>
2.	For Only, Technical Assistance related to e-Tender or e-Auction filling/ submitting (Offsite Team).	+91-93745 19729	<a href="mailto:pankesh@eptl.in">pankesh@eptl.in</a> Mr Pankesh Kumar <a href="mailto:fany.shah@eptl.in">fany.shah@eptl.in</a> Mr. Fany Shah

v. No Bid will be accepted after due date and time under any circumstances.

vi. Bidder must submit Earnest Money Deposit (EMD) / Security Deposit (SD) either in the form of Demand Draft of any Scheduled Commercial Bank drawn in favour of “MMTC LIMITED” payable at New Delhi or Copy of UTR, in case of submit through NEFT/RTGS transfer before opening of tender but not later than the date and time of closing of bid. Bids without Earnest Money Deposit (EMD) / Security Deposit (SD) will be summarily rejected.

- vii. Bidders may remit Earnest Money Deposit (EMD) / Security Deposit (SD) by transfer of Rs 10,000 to the bank account of MMTC. Bank details are as follows:

<b>Bank Details for NEFT/RTGS</b>	
Name of the Bank	<b>STATE BANK OF INDIA</b>
Address of Branch	<b>CAG – II BRANCH, NEW DELHI</b>
Bank Account Number	<b>10813608397</b>
IFS Code	<b>SBIN0017313</b>
MICR CODE	<b>110002562</b>

## **2. ELIGIBILITY/QUALIFICATION CRITERIA:**

- a) All bidders must furnish proof of valid registration with statutory authorities for work contract tax/GST/ TIN/Service Tax.
- b) Self undertaking as per Annexure-I.
- c) Copy of PAN card issued by Income Tax Department
- d) Copy of valid license of scrap dealer issued from the concerned agency
- e) Arbitration cases pending against the tenderer, if any submit details
- f) Whether black-listed by any clients in the last 5 years, if any
- g) In case the party is registered with Ministry of MSME/ its authorized agencies, he is required to submit registration certificate and store details in addition to above

## **3. GENERAL TERMS & CONDITIONS FOR DISPOSAL OF OLD UNSERVICABLE LIFT (OTIS MAKE)**

- a) The quotation submitted after the due date and time shall be rejected. Quotation must be clear & legible, duly signed by authorized signatories. Any addition / alteration/ overwriting / correction etc. must be signed by vendor / his authorized signatory.
- b) Bidders should have GSTIN registered with concerned authorities.
- c) The EMD of unsuccessful bidder will be returned within 15 working days, no interest will be paid on it.
- d) The successful bidder has to make full payment in advance in the form of Demand Draft/RTGS within 03 working days from acceptance of rates in favour of MMTC Limited, New Delhi
- e) In case successful bidder fails to deposit the DD/RTGS against full payment before taking Possession of the scrap, the EMD will be forfeited.

- f) The successful bidder shall be required to lift all the items of lift from disposal sites to his premises within 5 days after payment of amount at his own cost. On failure to do so, EMD of the bidder will be forfeited.
- g) Items once disposed off to the successful bidder shall not be taken back by this office under any circumstances whatsoever.
- h) The material will be allowed to be lifted in a week's time from the office as per our award letter.
- i) The labour, transport and other arrangements will have to be made by the bidder at their risk, cost and responsibility. The tenderer shall be responsible for the safety of all items of furniture, office equipment and other fittings provided in the premises and shall be liable to make good of any loss to the same if damaged during the execution of work which shall be recoverable from the security deposit or any other dues payable to the tenderer by the company.
- j) The tenderer shall indemnify MMTC for any injury/death caused to persons, which may arise from the operations or neglect of any person of the tenderer team or any person engaged by him for any purpose related to the execution of this contract or to things (fittings/fixtures/furnishings etc.) any damage caused to any property of MMTC etc. The tenderer/contractor shall indemnify MMTC of all liabilities arising out of his operations in any way under any acts of the Government and also in award of any compensation or damaged consequent upon any claim arising out of the above.
- k) The successful tenderer shall not sub-let the part or complete work without written permission of MMTC. The tenderer is fully responsible to MMTC for the work if awarded to him.
- l) In case of non-lifting of all the items of old lift or delay in lifting of items in time, MMTC shall be free to appoint another agency for disposal of unserviceable old lift at the successful bidder's cost.
- m) TDS, Income Tax etc. shall be deducted as per the statutory requirement and its applicable amendments.
- n) Each page of the quotation will be signed and stamped by the authorized signatories and incomplete and unsigned quotations are liable to be rejected.
- o) Notwithstanding the above, MMTC Limited shall reserve exclusive discretion to accept or reject any bid offer without assigning any reasons.
- p) Overwriting in the rates quoted will render the tender to be summarily rejected.
- q) The rates should be inclusive of all charges without GST. The GST percentage should be separately mentioned.
- r) No claim shall be entertained later on the grounds of lack of knowledge. It is understood that terms and conditions have been read and acceptable to the tenderer/contractor.

- s) MMTC is not bound to accept the highest Tender and reserves the right to reject any or all the Tenders in full or partly, without assigning any reasons whatsoever.

#### **4. Opening of Bids:**

- a) The bids will be opened at the above mentioned place and time & date in the presence of bidders' representatives, who choose to attend.
- b) The bidders' representatives who will be present shall sign in the designated register evidencing their attendance. In the event of the specific bid opening being declared a holiday for MMTC Limited, the bid shall be opened at the same time and location on the next working day.

#### **5. Criteria to award:**

- a) The items shall be sold to the highest bidder on overall basis.
- b) In case the H1 bidder is not able to accept the sale letter within 5 working days in writing, the same will be offered to second higher bidder (H2) at rate given by H1.

#### **6. Payment Terms:**

The successful bidder has to make full balance payment in the form of Demand Draft/Banker's cheque of any commercial Bank drawn in favour of "MMTC LIMITED" payable at New Delhi within five (5) days after receipt of the confirmation / sale letter, failing which the offer may be cancelled and EMD shall stand forfeited.

#### **7. Arbitration:**

All disputes or difference whatsoever arising between the parties out of or relating to the meaning and operation or effect of the agreement / work order or the breach thereof shall be settled by reference to the provision of arbitration and cancellation Act 1996, as amended from time to time. The Sole Arbitrator shall be appointed by CMD, MMTC Limited, New Delhi. The seat of Arbitrator will be New Delhi. Award so passed shall be binding on both the parties.

MMTC LIMITED,  
DELHI REGIONAL OFFICE,  
FLATTED FACTORY COMPLEX,  
F-8-11,RANI JHANSI ROAD,  
JHANDEWALAN NEW DELHI,  
New Delhi-110055

ACCEPTANCE OF QUOTATION CONDITIONS

From: (On the letter head of the company by the authorized representative having power of attorney)

The General Manager (Admn)  
MMTC Limited, F8-11,  
Jhandewalan Flatted Factories Complex,  
Jhandewalan, New Delhi – 110055

Sub: Notice inviting quotations for disposal of scrap (Old Unserviceable Lifts) on “as is where is basis” from MMTC Limited, Jhandewalan, New Delhi (No. MMTC/DRO/ADMN/LIFT/2020-21 dated: 02-03-2021).

Sir,

- i) This has reference to above referred quotation call notice. I/We are pleased to submit our quotation for the above work and I/We hereby unconditionally accept the quotation conditions and quotation documents in its entirety for the above work.
- ii) I/We are eligible to submit the bid for the subject quotation and I/We are in possession of all the documents required.
- iii) I/We have viewed and read, the terms and conditions of MMTC Limited carefully. I/We have downloaded the following documents forming part of the quotation document:
  - a) Notice Inviting quotation.
  - b) General / Special terms & Conditions of quotation
  - c) Acceptance of quotation conditions,
  - d) Corrigendum, if any.
- iv) Should this quotation be accepted, I/We agree to abide by and fulfil all terms and conditions referred to above and as contained in quotation documents elsewhere and in default thereof, to forfeit and pay MMTC Limited, New Delhi or its successors or its authorized Officer such sums of money as are stipulated in the notice inviting quotation and quotation documents.

- v) If I/We fail to deposit the entire sale proceed within 03 (Three) days from the date of issue of letter of Award fail to and lift the materials within 05 (Five) days from the date of depositing of sale proceeds, I/We agree that MMTC Limited, New Delhi shall, without prejudice to any other right or remedy, be at liberty to cancel the Letter of Award and to forfeit the said earnest money & sale proceeds as specified above.

Yours faithfully,

(Signature of the firm/agency with rubber stamp)

Dated: \_\_\_\_\_



**PRICE BID:**

(On the letter head of the company by the authorized representative having power of attorney)

Sub: Notice inviting quotations for disposal of scrap (Old unserviceable Lift) on “as is where is basis” from MMTC Limited, New Delhi ( No. MMTC/DRO/ADMN/LIFT/2020-21 dated: 02-03-2021)

S.NO	ITEMS PARTICULARS	QUANTITY
1	OLD LIFT (OTIS MAKE)	01

LUM SUM AMOUNT TO BE QUOTED EXCLUDING GST : \_\_\_\_\_ INDICATING % OF APPLICABLE GST \_\_\_\_\_.