

**होमी भाभा विज्ञान शिक्षा केन्द्र
टाटा मूलभूत अनुसंधान संस्थान**

**HOMI BHABHA CENTRE FOR SCIENCE EDUCATION
Tata Institute of Fundamental Research, Mumbai**

Tender No: HBC/STR/DIS/CONS-SCRAP/
निविदा संख्या: एचबीसी/एसटीआर/डीआईएस/कंस-स्क्रेप/

Date: 25.06.2024

Sealed bids under two bid system (Technical bid and Commercial bid) is invited from the interested parties for the disposal of mixed consumables scrap material stored in the scrap on 'AS IS WHERE IS BASIS'. The details of the tender are as under:

स्क्रेप में संग्रहीत मिश्रित उपभोग्य स्क्रेप सामग्री के निपटान के लिए इच्छुक पार्टियों से 'जैसा है जहां है आधार' पर दो बोली प्रणाली (तकनीकी बोली और वाणिज्यिक बोली) के तहत मुहरबंद बोलियां आमंत्रित की जाती हैं। निविदा का विवरण इस प्रकार है:

1	Tender No. निविदा सं.	TFR/STR/DIS/CONS-SCRAP/2024-25 टीएफआर/एसटीआर/डीआईएस/कंस-स्क्रेप/2024-25
2	Tender Type निविदा प्रकार	Public Tender सार्वजनिक निविदा
3	Title of work कार्य का शीर्षक	Disposal of mixed scrap material stored in the metal scrap yard, 2024 at HBCSE/TIFR Mumbai एचबीसीएसई/टीआईएफआर मुंबई में धातु स्क्रेप यार्ड में संग्रहीत मिश्रित स्क्रेप सामग्री का निपटान, 2024
4	Period of contract अनुबंध की अवधि	4 months चार महीने
5	EMD: ईएमडी: New Paper (Marathi & English), Books & Magazines, Shredded Paper (Color & White), Cartons, Plastic wares, Window Size Curtains, Big Size Curtains, etc. & Aluminum, Mild Steel (MS), Galvanized iron (GI), Steel, etc.	EMD 1,201/- (Rupees One thousand two hundred one only)
6	Last date and time for receipt of Tender निविदा प्राप्ति की अंतिम तिथि एवं समय	16 th July, 2024 up to 5.30 P.M.
7	Date and time of tender opening निविदा खुलने की तिथि एवं समय	17 th July, 2024 at 11.00 A.M.
8	Venue of tender opening निविदा खोलने का स्थान	Purchase Dept. HBCSE/TIFR, Mumbai क्रय विभाग एचबीसीएसई/टीआईएफआर, मुंबई
9	The time period for Physical inspection of the scrap yard by the prospective bidders संभावित बोलीदाताओं द्वारा स्क्रेप यार्ड के भौतिक निरीक्षण की समयावधि	From 26 th June, 2024 To 15 th July, 2024 between 10.00 A.M. To 04.00 P.M.

10	<p>Contact Details of Staff (for grant of appointment for inspection)</p> <p>स्टाफ का संपर्क विवरण (नियुक्ति प्रदान करने के लिए) निरीक्षण)</p>	<p>Mr. Santosh L. Rasam - 9323116652 (Email: slr@hbcse.tifr.res.in)</p>
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Head Administrative Operations
For and on behalf of Centre Director, HBCSE

प्रमुख प्रशासनिक संचालन
केंद्र निदेशक, एचबीसीएसई के लिए और उनकी ओर से

प्रगती दांडेकर / Pragati Dandekar
प्रमुख प्रशासनिक संचालन / Head Administrative Operations
हंगी भाभा विज्ञान शिक्षा केंद्र
Homji Bhabha Centre for Science Education
टाटा मूलभूत अनुसंधान संस्थान
Tata Institute of Fundamental Research
मनखुर्द, मुंबई / Mankhurd, Mumbai - 400 088.

- c. **Earnest Money Deposit:** The bidder shall be required to submit the Earnest Money Deposit (EMD) Rs. 1,201/-.
- Micro and Small Enterprises (MSEs):** As per Public Procurement Policy (PPP) for Micro and Small Enterprises (MSEs) Order, 2012 issued vide Gazette Notification dated 23.03.2012 by Ministry of Micro, Small and Medium Enterprises of Govt. of India, MSEs must in order to avail the Tender fee exemption must have valid UDYAM registration as on due date for submission of bid. The MSEs who have applied for registration or renewal of registration with any of the agencies/bodies, but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption / preference.
- d. Tenderer should not have black listed /debarred by any government /semi-govt. organizations in the last five years. Declaration to that effect should be provided as per the Annexures- III.
- e. The bids that are found to be not meeting with the above pre-qualification conditions shall be declared disqualified and will not be eligible for opening of their price bid.

4. Earnest money deposit:

बयाना राशि:

- a. An earnest money for Rs. 1201/- i.e. @ 2% of the total estimated cost has to be deposited in the form of Demand Draft, Fixed Deposit Receipt, Bankers cheque or through online transfer through bank (Bank details to be provided on demand) in favour of 'Homi Bhabha Centre for Science Education, Mumbai' and send along with the Technical Bid. After online transfer of earnest money, the vendor should intimate us by email or proof of online transfer of EMD should be part of tender. The firms registered under MSMEs can be exempted from submission of EMD as per rule 170 of GFR 2017, provided they must submit a 'Bid Security Declaration' given at Annexure – II.
- b. EMD shall be interest free and it will be refunded to the unsuccessful bidders within 15 days after acceptance of Work Order by the awarded bidder without any interest. EMD will be forfeited if the bidder withdraws or amend impairs or derogates from the tender in any respect. Kindly submit your bank details along with the tender like Cancelled Cheque/NEFT/Bank A/C details for ease in repayment of EMD.

5. Inspection of scrap yard by interested parties:

इच्छुक पक्षों द्वारा स्कैप यार्ड का निरीक्षण:

All interested bidders, after having obtained/ downloaded the tender documents, may visit HBCSE/TIFR Mumbai for physical inspection of the scrap material stored in the scrap yard. The prospective bidders are requested to visit the HBCSE/TIFR Campus for inspection of the scrap material with prior appointment only and strictly within the period mentioned in NIT. The quantity stated in the tender document is the estimated quantity of scrap expected to be generated during the contract period. The actual quantity may vary at the time of disposal. All the prospective bidders are advised to inspect the scrap yard and have their own estimation of the nature and quality of the scrap material lying in the scrap yard. Further, it will be presumed that all the bidders who have quoted have carried out inspection of scrap yard and then submitted their bid.

6. Preparation of bid under the Two bid system:

दो बोली प्रणाली के अंतर्गत बोली की तैयारी:

- a. The Tenderers are required to prepare and submit their bid under two bid system strictly as per prescribed proforma provided in the tender document. Under the two-bid system, the "Technical Bid" and "Price Bid" is to be submitted in separate envelopes and marked on top as "Technical Bid"

General Terms and Conditions of Tender

निविदा की सामान्य शर्तें एवं नियम

1. Tender availability: The tender document along with terms and conditions can be downloaded from the website: <https://www.hbcse.tifr.res.in/tender/> or <https://eprocure.gov.in/epublish/app>. or <https://eprocure.gov.in/cppp/>. The printed copies will not be provided to the vendors.

2. Instructions to bidders:

बोलीदाताओं के लिए निर्देश:

- a. The bidders are free to quote for all or any of the line materials. The bid will be evaluated for each line item separately and sale order will be awarded accordingly.
- b. The bid shall be valid for 120 days from the date of opening. Bidders quoting abnormally high/low rates are liable to be disqualified.
- c. Tender incomplete in any form will be rejected out rightly. The Tenders with conditions will also be rejected out rightly.
- b. The closing date and time for receipt of tenders will be 16th July, 2024 till 05.30 PM.
- c. The Technical Bids shall be opened at 11.00 A.M. on 17th July, 2024 in Purchase Section in the presence of the authorized representatives of the tenderers, who wish to be present at that time. All the Bids will be scrutinized along with the relevant documents and their authenticity will be checked.
- d. It is clearly understood that the bidders do not have any blood relationship with any employee working in HBCSE/TIFR or its centres/units.
- e. No Tenderer will be allowed to withdraw after submission of the tender within the bid validity period otherwise the EMD submitted by the tendering firm would stand forfeited.
- f. In case the successful Tenderer declines to accept the Contract, for whatsoever reason(s), his EMD will be forfeited.
- g. The successful tenderer will have to deposit the necessary sale value within 15 days of the issue of the demand letter. The material will be permitted to be taken out of the HBCSE/TIFR campus after adjusting the actual sale price against the above deposit/sale value. The value of EMD will not be adjusted towards the sale price. The failure to pay the sale price within prescribed time limit will result in cancellation of sale order and forfeiture of EMD.
- h. Each page of the Tender document should be signed and stamped by authorized representative of Tenderer in acceptance of the terms and conditions laid down by HBCSE/TIFR.
- i. The competent authority of HBCSE/TIFR reserves the right to withdraw/relax any of the terms and conditions mentioned above. In such a situation, the tenderer shall be given sufficient time to take the changes into account.
- j. The competent authority of HBCSE/TIFR reserves the right to reject all or any tender in whole, or in part, without assigning any reason thereof.

3. Pre-qualification criteria:

पूर्व-योग्यता मानदंड:

All the prospective bidders interested in the tender are required to meet the following pre-qualification conditions:

- a. Tenderer should be registered as approved recycler / scrap dealer with the appropriate registration authority. Copy of valid registration certificate to be submitted along with the Technical bid.
- b. Pan card copy of the bidder.

be evaluated.

- c. After scrutiny of technical bids, the HBCSE-TIFR, Mumbai shall shortlist the eligible bidders and inform them of the date and time of opening of the Financial Bids. Eligible bidders could participate in the financial opening physically.
- d. **In case the date opening of tender is declared a holiday for unexpected reason, the tender shall be opened at the same time on the next working day.**

9. Criterion for Evaluation of Tenders and award of contract:

निविदाओं के मूल्यांकन और अनुबंध प्रदान करने के मानदंड:

- a. The evaluation of the tenders will be made on the basis of the information furnished in the technical bid and commercial bid by the bidders. The bids that are found to be not meeting with the above pre-qualification conditions shall be declared disqualified and will not be eligible for opening of their price bid.
- b. The contract shall be awarded to the highest bidder (H1) for each line of item separately whose bid is found to be responsive to the tender terms and conditions including the prequalification criteria. The Selection of highest bidder will be made on the basis of the sum of the total price (total price = estimated quantity X quoted rate per kg) for each of the line materials as per the bid format. The line materials rates quoted below the 'Minimum Reserve Price' as set by the committee shall not be accepted and such item will not be offered for sale to the successful bidder.
- c. In case two vendors quoted the same rate, final decision for awarding contract lies with competent authority of HBCSE/TIFR.

10. Communication of Acceptance:

स्वीकृति का संचार:

The successful tenderer will be informed of the acceptance of his tender by issuing LOI/Sale order. The successful tenderer shall be required to make necessary payment of the sale price by Demand Draft/ Account Payee cheque in favour of '**HBCSE-TIFR Non Plan A/C payable at Mumbai**' within 15 working days of the issue of Demand letter. The payment is to be made before each pickup as intimated by HBCSE/TIFR. On failure to do so, tender inviting authority shall have the right to withdraw the LOI and forfeit the EMD.

11. Description of Scrap Material:

स्कैप सामग्री का विवरण:

The material available for disposal consists of old and discarded scrap material generated within the Centre. It consists of various scrap materials like newspaper (Marathi & English), Books & Magazines, Shredded Paper (Color & White), Cartons, Steel, Aluminium, Mild steel, Galvanized, Steel, Window Size curtains, Big Size Curtains, wood and Plastic wares etc. In addition to this, the garbage that will be generated while emptying the scrap yard also needs to dispose off by the bidder. The quantity mentioned in the tender documents is the estimated quantity of scrap to be generated during the contract period. The actual quantity may vary at the time of pickup. The Centre reserves the right not to offer any or all materials for sale as may be decided at the time of actual disposal.

12. Estimation of the Quantity:

मात्रा का अनुमान:

- a. The total quantity of scrap material estimated to be generated during the contract period is around 2 truckloads (small truck). The estimated quantity of the scrap material of each line item as stated in the tender document is purely indicative in nature and is arrived based on the past disposal

and "Price Bid" respectively. These two sealed Envelopes should be further put in one Master Envelope super scribed as "Tender for Disposal of mixed scrap materials 2024 at HBCSE/TIFR, Mumbai". The tender number along with the due date must also be clearly mentioned on the top of the envelope.

- b. The sealed Tender duly filled and completed in all respect must be addressed to the under mentioned authority:

Head Administration Operations,
Homi Bhabha Centre for Science Education (TIFR)
V.N. Purav Marg, Mankhurd,
Mumbai – 400 088.

- c. The technical information and undertaking in the prescribed (Annexure I) along with all the documents related to the pre-qualification conditions should be submitted along with the Technical Bid.
- d. The Price bid must be submitted as per the given at Annexure - IV. The bidders are required to quote for full quantity of the line item mentioned in the tender document. Bidders quoting for incomplete quantity will be rejected straightaway. Further, rates quoted below Minimum Reserve Price shall not be considered.
- e. All entries in the Tender form should be legible and filled clearly. Any overwriting or cutting which is unavoidable shall be signed by the authorized signatory.
- f. In case the Price bid and the Technical Bid are enclosed in the same envelope instead of in two separate sealed / closed envelopes, the tender is liable to be rejected.

7. Submission of Tender bids:

निविदा बोलियां प्रस्तुत करना:

- a. The sealed bid duly filled and complete in all respect must be addressed to the under mentioned authority:

Head Administration Operations,
Homi Bhabha Centre for Science Education (TIFR)
V.N. Purav Marg, Mankhurd,
Mumbai – 400 088.

- b. The bid can be deposited in person by the tenderer in the Tender Box kept at the Security Main Gate of HBCSE/TIFR, Mumbai during working hours.
- c. The bids can also be sent to Head Administrative Operations post by Speed post so as to reach the HBCSE/TIFR, Mumbai on or before the scheduled date and time. The office will not be responsible for any loss of tender or any kind of delay in receipt of tender for any reasons. The tenders received after the scheduled date and time will be out rightly rejected. Only one tender should be kept in one cover. The tender is not transferable.

8. Opening of Technical Bid & Financial Bid:

तकनीकी बोली एवं वित्तीय बोली खोलना:

- a. The sealed quotations (technical bids) will be opened on 17/07/2024 at 11.00 hrs. at HBCSE-TIFR, Mumbai. Bidders can attend the same physically. After scrutiny of technical bids by the Technical Evaluation Committee (TEC), financial bids will be opened.
- b. Financial bids of only those bidders, whose technical bids are declared eligible by the committee will

records.

- b. The estimated scrap as mentioned in the tender document, is only to give rough estimate of various materials lying in and around scrap yard and also includes quantity of scrap anticipated to be generated during the contract period. The exact quantity of the scrap material may vary at the time of actual disposal. The bidders, in their own interest, are therefore advised to physically inspect the scrap yard and have their own estimates of the nature and quality of the scrap material before submitting the bid.
- c. While the estimated quantity as mentioned in the tender document will be used to arrive at the H1 bid, when vendor comes to pick up the scrap yard, each line item that is being picked up will be measured/weight and amount to be paid to HBCSE/TIFR will be computed based on the actual quantity of each line item lifted by the vendor.
- d. The amount payable for each truck load, as calculated based on the actual weighing of the scrap material at the time of pickup, will be adjusted from the sale price collected already from the bidder. Any increase or decrease in the total sale value arrived on completion of the work to be recovered or refunded to the bidder. If the bidder does not pickup scrap / or clear the area within the 15 days, the EMD paid by vendor will be forfeited.

13. Scope of work:

काम की गुंजाइश:

The scope of the work will include the following responsibilities/duties to be carried out by the successful bidder:

- a. Arranging necessary manpower for pickup, segregation and weighing of the scrap material. The successful bidder will also have to arrange for suitable digital weighing machine for **onsite** weighing of the scrap material. In case of large quantity of scrap line materials, weighing to be carried out at nearest weighing bridge facility.
- b. Arranging necessary trucks and forklifts for transportation of the scrap material including the waste generated while cleaning of the scrap yard, out of the HBCSE/TIFR Campus. Only small trucks will be allowed for pickup.
- c. Emptying of the scrap yard including complete cleaning of the scrap yard.
- d. The scrap material collected from the HBCSE/TIFR must be disposed off as per the terms and provisions of the Maharashtra Pollution Control Board and any other authority as applicable to the bidders.
- e. The material is to be collected from Homi Bhabha Centre for Science Education (TIFR), V.N. Purav Marg, Mankhurd, Mumbai 400 088.
- f. All the cost pertaining to the inspection, collection, transportation and disposal of the scrap including all the statutory compliance and payment of taxes etc. need to be borne by the successful bidder.

14. Contract period:

संविदा अवधि:

- a. The period of contract is 4 months. The tenderer shall be required to lift all the scrap material generated during the contract period as and when required by HBCSE/TIFR. Failure to collect the scrap material within the given time period will result into levy of penalty @ Rs.500/- per day and may also result into cancellation of the contract and forfeiture of the sale price/EMD.
- b. The successful tenderer shall take the responsibility to set right any damages caused during lifting of the materials, to the satisfaction of the concerned authority. On failure to do so, the competent authority shall have the right to forfeit the entire amount of the tenderer and dispose the materials to alternate tenderer.

15. Arrangement of labour, transportation and tools:

श्रम, परिवहन और उपकरणों की व्यवस्था:

The labourers required, transportation of disposed material, loading/unloading thereof and tools required for carrying out the job proposed under this tender shall be arranged by the tenderer and all other incidental charges including municipal charges, traffic police (RTO) penalties will be at the cost of the successful bidder and needs to be paid by him. Safety of the labour and tools brought by the tenderer in the Centre premises will be the sole responsibility of tenderer. The loss due to Injury, death of the labour and damage to the tools brought by the tenderer will not be the responsibility of HBCSE/TIFR.

16. Right to decide the tender:

निविदा निर्णय का अधिकार

The Competent authority reserves all rights to reject any tender including those tenderers who fail to comply with the instructions without assigning any reasons, whatsoever and does not bind itself to accept any specific tender. The decision of the competent authority in this regard is final and binding. Any failure on the part of the tenderer to observe the prescribed procedure and any attempt to canvas will prejudice the Tenderer's quotation. Any attempt on the part of the tenderer to influence in any way for acceptance of his tender will render for rejection. The decision of the competent authority shall be final on any matter of dispute arising out of this tender.

17. Settlement of Disputes & Arbitration:

विवादों का निपटारा एवं मध्यस्थता:

It is incumbent upon the Contractor /transporter to avoid litigation and disputes during the course of execution. However, if such dispute take place between the contractor and the department, effort shall be made first to settle the disputes at HBCSE, Mumbai level. The contractor shall make request in writing to the Centre Director, HBCSE, Mumbai Campus, for settlement of such disputes/claim within 30 (thirty) days of arising of the cause of dispute/claim, failing which no disputes/claims of the contractor shall be entertained by HBCSE, Mumbai Campus. If differences still persist, the settlement of the dispute may be sought in the Court of Law in Mumbai.

शब्द की व्याख्या में अंतर की किसी भी विसंगति के मामले में, अंग्रेजी संस्करण मान्य होगा और बाध्यकारी होगा।

In case of any discrepancy of difference in interpretation of the word, the English version shall prevail and will be binding.

ANNEXURE – I

TECHNICAL INFORMATION AND UNDERTAKING

(Tenderer may use separate sheet wherever required)

Mandatory requirement:

1	Name of the Tenderer/ concern and address	
2	Contact Number	
3	Email address	
4	Whether each page of tender document and its annexures have been signed and stamped	
5	Documents attached in respect of nature of concern	
6	Nature of the concern Sole / Partnership /Company	

Pre-qualification criteria:

1	Registration details with appropriate authority with copy	
2	Details of any other information (i.e. copies of trade licenses, GST registration along with self-attested copies) Copy of valid registration certificate	
3	Copy of PAN Card	
4	Earnest Money Deposit details	
5	Valid MSME Certificate	
6	Non-blacklisting declaration as per clause 3(iv)	

UNDERTAKING:

- a) That I/we have carefully studied all the terms & conditions of Notice Inviting Tender (NIT) and shall abide by it.
- b) That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.

Date:

Signature of the tenderer with date stamp of the firm

ANNEXURE – II

Bid Security Declaration

(To be submitted on Company's Letter Head)

I/We the undersigned hereby declare that if we withdraw or modify the bids during the period of its validity, or if we are awarded the contract and fail to sign the contract, or to submit a performance security before the deadline defined in the tender document or fail to execute the contract, we will be suspended for a period of one year from being eligible to submit bids for any tenders invited by HBCSE-TIFR, and its related entities.

Date:

Signature of the tenderer with date stamp of the firm

Date:

TO WHOMSOEVER IT MAY CONCERN

I / We _____ hereby declare that we have not black listed / debarred from any Government / Semi-Government authority in last five years.

I / We hereby promise to abide with the terms and conditions of the tender.

I / We hereby declare that information provided above is true and understand that in the event of non-compliance of the terms and conditions of the tender, my/our EMD shall be forfeited.

Date:

Signature of the tenderer with date stamp of the firm

PRICE BID FORMAT

Title of Work: Tender for disposal of mixed scrap materials 2024 at HBCSE/TIFR, Mumbai

Name and Address of the Tenderer:

Telephone No.:

Email id :

I/we have inspected the scrap yard and materials stored therein. We are interested to purchase all scrap materials stored in scrap yard on “AS IS WHERE IS” basis. I also undertake to clean the scrap yard and surrounding area of it. My /Our offer for the materials is given below:

Sr. No.	Name of the materials	Unit	Estimated Qty. to be generated (Kgs & Nos.) (A)	Quoted Price (Per kg & Nos.) (B)	GST (C)	Price per kg including GST (D)	Total amount with GST E= (A x D)
1.	News Papers (Marathi & English)	Kgs.	1000				
2.	Books & Magazines	Kgs.	2000				
3.	Shredded Paper (Color & White)	Kgs.	100				
4.	Cartons	Kgs.	100				
5.	Aluminums	Kgs.	100				
6.	Mild Steel (MS)	Kgs.	300				
7.	Galvanized Iron (GI)	Kgs.	150				
8.	Steel	Kgs.	50				
9.	Window Size Curtains	Nos.	111				
10.	Big Size Curtains	Nos.	70				
11.	Plasticwares	Kgs.	50				

Note: The rate of GST to be quoted clearly by the bidders and is payable along with the sale price.

The evaluation and award of the contract shall be made on the basis of each line item separately. I/We have gone through the terms and conditions given in the tender documents and agree with the same. I/We understand that in the event of non-compliance of the terms and conditions of the tender, my/our EMD shall be forfeited.

Date:

Signature of the tenderer with date stamp of the firm