



भारतीय प्रौद्योगिकीसंस्थानमद्रासचेन्ने 600 036
INDIAN INSTITUTE OF TECHNOLOGY MADRAS Chennai 600 036
भंडार एवं क्रय अनुभाग
STORES & PURCHASE SECTION
दूरभाष: (044) 2257 8285 / 8286 / 8287 / 8288 फ़ैक्स: (044) 2257 8292 / 2257 8082
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G.Chitrapavai
Deputy Registrar (Stores & Purchase)

Dated: 30.08.2016

Tender No. SPS /Removal & Clearance of waste/scrap/Rate Contract/005/ 2016-17/SPL

Due Date : 19.09.2016
Before 2.00p.m

Sealed Tenders are invited on behalf of the Indian Institute of Technology Madras, from Scrap vendors for participating in Removal and Clearance of Waste and Scrap materials within the Institute campus on Rate Contract basis.

Removal & clearance of waste and scrap materials on Rate Contract basis.

Tender No.	S&P/ Removal & Clearance of waste/scrap/Rate Contract/2016-17
Item Description	Removal & Clearance of waste and Scrap materials on Rate Contract
Last date of submission of tender	19 th September 2016 till 2.00p.m.
Place of Submission	The tender cover should be sent to: Ms. V.G. BHOOMA, IRPS REGISTRAR INDIAN INSTITUTE OF TECHNOLOGY MADRAS CHENNAI-600 036 Right is reserved to ignore any tender which fails to comply with the below instructions. Tender should be sent either by REGISTERED POST ACKNOWLEDGEMENT DUE OR THROUGH MESSENGER. If the Tender is sent through Messenger, the same has to be dropped in the TENDER BOX marked Stores & Purchase kept for this purpose in the REGISTRAR'S OFFICE (1st Floor of Administrative Building) before 2.00 PM on due date 19.09.2016 . If it is by post (Registered Post or Speed post only) the same should reach before 2.00 p.m. i.e on the last date 19.09.2016 otherwise it will be summarily rejected.
Tender Type	Bid should be placed in sealed cover with the superscription on the left hand side OPEN TENDER FOR "Removal & Clearance of waste/scrap/on Rate Contract basis" due on 19.09.16
Opening Date & Time of tender	19th September 2016 at 03.00p.m.
Place of Opening Tender	Conference hall, 3 rd floor, Administrative building.
Tender Fee and Earnest Money Deposit:	Tender document Fee of Rs.525/-(Rs.Five Hundred and twenty five only) (inclusive of VAT 5%)(Non refundable) and Earnest Money Deposit of Rs.10,000/- Rs.Ten Thousand only) In the form of Demand Drafts in favour of "TheRegistrar,IITMadras" payable at Chennai shall be submitted along with the Bid.

Terms and Conditions and General Information

1. Eligibility:

- a. The Bidder should have carried out at least 3 scrap disposal work in the past 3 years with any Central/State/Autonomous organization of government and should submit relevant proof.
- b. Permanent Account Number/TIN of the firm details should be submitted.
- c. Address proof of the firm.
- d. Bank account holder with proof.

2. Scope of the work:

- a. The rate contract is for disposal of waste and scrap lying in the campus outside the Academic buildings and on “as is where is basis”. This will exclude the green areas and inside the offices in the campus.
- b. The major type of such materials available for Disposal are of Metal scrap of iron, mild steel, copper, brass, Aluminum, construction debris, Plastic, Glass, Wood and others.
- c. The period of rate contract will be for 3 months which will be extended for a further period with prior intimation.
- d. The rate for each item should be quoted on per kilogram basis.
- e. Tax and any other levies should be indicated separately in the Annexure- A.
- f. Transportation, packing/dismantling loading and unloading will be the responsibility of the successful tenderer.
- g. Every visit will be after prior intimation.
- h. The price bid should be submitted in the proforma given in Annexure – A
- i. Generally the materials have to be cleared by the contractor on fortnightly basis. However, IIT Madras reserves the right to call the successful bidder for clearing the scrap on 3 days prior notice.
- j. The scrap material has to be lifted on the same day of weightment between 10.00 am to 5.00 pm. failing which IIT Madras will not be responsible for any loss, theft, pilferage, etc.
- k. The scraps have to be segregated, weighed, loaded and moved by the successful bidder at their own cost.
- l. The successful bidder should bring their own vehicle, measuring platform, manpower and any other materials needed to segregate, weigh, pack, load and move the materials.
- m. While removing the material, the successful bidder should provide a detailed list duly signed with information about the number of scrap materials, its components details, weight of the components and total valuation amount.
- n. The weighing and valuation of scraps should be made only in the presence of staff of Main Stores and Purchase Section and Security Section.

- o. Countersignature has to be obtained from the Stores person and the security staff who was present during the weightment, valuation and loading time. They should also obtain due gate pass for entry & clearance.
 - p. Permission will be accorded to move the items outside the IIT Madras campus only on following the above procedure.
- 3. The price bid cover duly sealed should be superscribed as “**Removal & Clearance of waste/scrap/on Rate Contract basis**” and addressed to The Registrar, Indian Institute of Technology Madras, Chennai – 600 036.
- 4. Bids received within the due date only will be entertained.
- 5. The bid should be valid for a period of 120 days for acceptance from the date of opening of the bid.
- 6. The sealed offer must be accompanied by EMD of Rs. 10,000/- (Refundable) (Rupees Ten Thousand only) by Demand Draft / Pay Order in favour of The Registrar, Indian Institute of Technology Madras payable at Chennai. The offer without EMD shall not be considered. The EMD shall bear no interest.
- 7. Bidders cannot withdraw their offer once it is submitted to IIT Madras, Chennai.
- 8. EMD of unsuccessful bidder will be returned within a reasonable period.
- 9. EMD of the successful bidder will be refunded after completion of the contract.
- 10. No enquiry of bidder shall be entertained once the material is lifted by them.
- 11. All labour, tools and equipment for loading the items from IIT Madras to buyer`s trucks with all leads, lifts, etc., shall be at the cost of the buyer. However, electric power and water shall be provided free of charge at one nearest possible point, if required, subject to availability.
- 12. The personnel employed for the disposal action (job) shall strictly obey the Safety Rules in force while working in IIT Madras Chennai
- 13. The job shall be done without damaging the premises / roads / drains / etc. The buyer shall make good the damages, loss, etc., in the event of any occurrence otherwise.
- 14. No animals shall be harmed in the process of removal, failing which penalty will be imposed as per the prevailing rules of IIT Madras and that of the government.
- 15. Taxes, as applicable at the time of taking delivery of the items shall be at the cost of buyer.
- 16. The type of the items indicated in the list is tentative and subject to change.
- 17. The successful tenderer with **highest bid** will be the awarded the rate contract.
- 18. The successful bidder will not be permitted to sort out materials as removable or not. The entire lot identified by the officer in charge is to be removed.
- 19. The material shall be collected only in trucks licensed to carry such products.
- 20. No other material should be removed from the site.
- 21. Payment shall be released on receipt of Original Invoice with detailed breakup of valuation. All efforts will be made to clear payment within 30 days of receipt of Original Invoice.

22. IIT Madras, reserves the right to divide / split the order between more than one qualified bidders or empanel more than one bidder.
23. IIT Madras, also reserves the right to accept / reject the offers or cancel the whole tender proceedings without assigning any reason whatsoever. The decision of IIT Madras will be final and binding on the bidder(s). BIDDERS are not entitled to claim any damage or compensation in case of such cancellation.
24. Jurisdiction: The disputes, legal matters, court matters, if any shall be subject to Chennai jurisdiction only.
25. Respective copies of Form No. 13 manifest shall be handed over to IIT Madras.
26. Quotations are to be submitted in sealed cover super scribing the tender details and should be submitted within the last date and time specified above.
27. Tenders shall be submitted in the Price Format forming part of the tender enquiry.
28. The tender should be valid for a period of one twenty (120) days from the date of opening the bids.
29. For some items negative quotes will also be accepted.
30. The tender shall be written legibly and free from erasing and over-writing. Corrections, if any, should be duly attested by the authorized signatory. Rates should be written both in words and in figures.
31. All payments due from the bidder under the contract shall be made in Indian Currency.
32. Tenders submitted without fulfilling the above and in contravention to the tender notice are liable to be rejected.
33. The Tender Notice and connected Annexures shall form part of the contract.

Declaration

I have understood the terms and conditions given above and in case the bid is accepted, we shall abide by the terms and conditions as referred above without any further cause or reason.

I / We accept all the terms and conditions contained in IIT Madras tender for **“Removal & Clearance of waste/scrap/on Rate Contract basis”** vide Reference No. **SPS /Removal & Clearance of waste/scrap/Rate Contract/ 005 / 2016-17/SPL**

Signature of the authorized person with Seal of the offer.

Annexure –A

Price bid for the disposal of scraps

Sl.No.	Type of scrap	Rate/kg
1	Iron	
2	Mild steel	
3	Copper	
4	Brass	
5	Aluminum	
6	Other metal/alloy	
7	Plastics	
8	Wood	
9	Packing material	
10	Glass	
	Taxes @%	