



राजस्व आसूचना निदेशालय

Directorate of Revenue Intelligence

7 वीं मंजिल, डी ब्लॉक, ड्रम शेप बिल्डिंग

7th Floor, D-Block, Drum Shape Building

आई.पी.भवन, आई.पी.स्टेट, नई दिल्ली -110002

I.P. Bhawan, I.P. Estate, New Delhi-110002

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DRI F.No.D-27011/02/2018-Admn.

Dated:- 10.11.2020

NOTICE INVITING TENDER

The office of Directorate of Revenue Intelligence (Hqrs.), which is the Government of India office under Ministry of Finance, Department of Revenue (CBIC), invites sealed tenders / quotations from the reputed and experienced firms for the disposal of the scrap/unserviceable office goods/items like furniture, electronics items etc. in the office of this Directorate at 6th, 7th Floor and rooftop of Drum shaped Building, I.P. Bhawan, I.P. Estate, New Delhi - 110002.

PROCEDURE FOR SUBMISSION OF TENDER/BID :

- i) The tenders/bid are invited under single bid systems. i.e. Financial bid.
- ii) The tender should be type-written or printed with indelible ink and submitted in sealed cover.
- iii) The bidders shall submit in one sealed envelop super-scribing **"Tender for removing scrap/unserviceable items from DRI (Hqrs.) office at 6th, 7th floor and rooftop of Drum shaped Building, I.P Bhawan, I.P. Estate, New Delhi"** on or before **13.11.2020 till 14.00 Hrs. on the address at "The Administrative Officer, Directorate of Revenue Intelligence (Hqrs.), Room No. 610, 6th Floor, Drum Shaped Building, I.P. Bhawan, I.P. Estate, New Delhi-110002.**
- iv) The Tender will be opened on **13.11.2020 at 15.00 Hrs.** in the office of Administrative Officer (Admn.), Room No. 610, 6th Floor, Drum Shaped Building, I.P. Bhawan, I.P. Estate, New Delhi-110002.
- v) The tender/bid document can be submitted by Post, Speed Post, Courier or By Hand. The office will not be responsible for any delay, loss or non-receipt of the bid sent by post/courier. A bid sent through any other mode except as mentioned above will not be accepted.
- vi) The bidder shall ensure that each page of the tender and all other enclosures appended to it are signed and stamped by the authorized signatory, as a token of having read and understood the terms and conditions contained therein before filing the tender document for bid process.


Annexure - I**Terms and Conditions and General Information**

1. The items can be inspected at our office on working hours between 11.00 AM to 5.00 PM. The contact point for visit or any inquiry would be Shri Sunil Negi, Ph:011-23378629, Mobile No. +91-9582592590.
2. All applicable taxes and duties shall be extra which will be paid by the tenderer/bidder at the time of taking out the materials.
3. The sales shall be on 'As is where is basis'.
4. It is the responsibility of the bidder to assess the items properly before quoting the rate. No further claims will be entertained after opening of the bids.
5. The price bid cover duly sealed should be super-scribed as " **Tender for removing scrap/unserviceable items from DRI (hqrs.) office at Durm Shaped Building, I.P. Bhawan, New Delhi**" and addressed to "The Administrative Officer Director (Admn.), Directorate of Revenue Intelligence, Room No. 610, Drum shaped Building, I.P. Bhawan, I.P. Estate, New Delhi-110002".
6. Bids received within the due date only will be entertained.
7. The amount of the bid shall be valid for a period of 30 days for acceptance from the date of opening of the bid.
8. Bidders cannot withdraw their offer once it is submitted to DRI (Hqrs.) office, New Delhi.
9. No enquiry of bidder shall be entertained once the material is lifted by them.
10. All labour, tools and equipment for loading the items from this office (DRI - Hqrs.) office) 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.
11. The personal deployed for disposal action (job) shall strictly obey the safety Rules in force while working in this office.
12. The job shall be done without damaging /roads /drains / etc. The buyer shall make good the damages, loss etc. In the event of any occurrence otherwise.
13. Taxes, as applicable at the time of taking delivery of the items shall be at the cost of the buyer.
14. The bid shall be submitted as per proforma given in Annexure attached to this NIT. **Only those bidders who bid all the items mentioned above will be considered. Further, highest bidder will be arrived at only on the basis of quoted price of all the items collectively.**



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15. The successful bidder will have to pay an advance deposit equal to 10% (in cash) of the bid, after the bid is accepted and the balance 90% amount and applicable tax shall have to be paid within three days in the form of Demand Draft. The D.D. should be drawn in favour of PAO (Hqrs.), CBIC, New Delhi. In the event of failure to pay the balance amount within the specified period the amount will be forfeited by the Govt.
16. In case the bidder fails to pay the full amount within 7 days of receipt of sale order, his advance deposit payment is liable to be forfeited and his bid will be cancelled and the tender will be consider to awarded the tender to the 2nd highest bidder.
17. The bidder will not be permitted to sort out the materials. The entire lot should be cleared as directed by the officer in charge.
18. No other material should be removed from the site.
19. The bidders are required of indicate their PAN Number in their offer since it has been made mandatory by Income Tax Department.
20. DRI (Hqrs.) office also reserves the right to accept/reject the offer or cancel the whole tender proceedings without assigning any reason. The decision of DRI (Hqrs.) office will be final and binding on the bidder(s). Bidder(s) are not entitled to claim any damages or compensation in case of such cancellation.
21. The disputes, legal matters, court matters, if any shall be subject to Delhi jurisdiction only.


(VIR SINGH)
Administrative Officer (Admn)

Encls. :- As above

ANNEXURE-II**FORMAT OF TECHNICAL BID :**

Sr. No.	Particulars	Details
1.	Name of the Vendor	
2	Full address of the Vendor:	
3	Telephone and Mobile No.	
4	Fax No.	
5	Email:	
6	PAN No. and attach signed and stamped copy as proof of the same .	
7	The Bidder Company/Firm/ Agency should have been registered under the law as applicable to remove the scrap. Attach signed and stamped copy as proof of the same.	
8	No. experience in the similar work in Central/State Govt. and PSUs, attach signed and stamped copies of the said experience.	
9	Whether the company Black listed by any Govt. and PSUs;	Yes/No

Signature: _____

Name of the Authorised Signatory: _____

Seal/Stamp: _____

FINANCE/PRICE BID FORMAT

Sr. No.	Name of item/ goods	Quantity	Offered price (Rs.)
1.	Steel Almirah (SA-46 & RI-5)	2	
2.	Steel Almirah (R6 to 10)	1	
3.	Beetel telephone	1	
4.	chairs	23	
5.	chair	5	
6.	chairs	5	
7.	wall fan	2	
8.	file cabinet (steel)	1	
9.	Pedastal fan	1	
10.	Heater	1	
11.	wooden table	1	
12.	wooden bench table	1	
13.	wooden letter box	1	
14.	cooler (steel)	1	
15.	cooler (plastic)	3	
16.	steel table	1	
17.	brief case	1	
18.	Biometric machines	4	
19.	photo copy machine Xerox-5745	1	
20.	Window blind fittings	1	
21.	photocopy machine Xerox-5230	1	
22.	Bio metric wooden box	1	
23.	wooden stool	1	
24.	Damaged un-serviceable window AC	4	
25.	Roller blind	2	
26.	AC defective part (coil)	1	
27.	Damaged un-serviceable AC carrier spilt outdoor unit	1	
28.	Broken aluminium door fitting	3	
29.	Broken partition material and MDF table bords	As is where is	
30.	Old broken chairs	As is where is	
31.	Broken MDF board make table drawers	As is where is	
32.	Broken library shelves material removed from library including aluminium and MDF bords	As is where is	
33.	Broken wooden bord rack removed from Estt. section	As is where is	
34.	Fire Cylender	6	
35.	Whiteboard	3	
36.	wooden bench table	1	
37.	Steel box	1	

Signature: _____

Name of the Authorised Signatory: _____

Seal/Stamp: _____