

RAJYA SABHA SECRETARIAT
RAJYA SABHA TELEVISION
3RD FLOOR TALKATORA STADIUM ANNEXE BUILDING
NEW DELHI

No: RSTV/Store/02/2018

Dated: 17 February, 2020

TENDER NOTICE FOR DISPOSAL OF OLD AND UNSERVICEABLE/SCRAP
ITEMS IN THE OFFICE OF RAJYA SABHA TELEVISION

Sealed tender under single bid system i.e. Financial Bid are invited for disposal of old and unserviceable/scrap items from the office of **Rajya Sabha Television (RSTV)**, 3rd Floor, Talkatora Stadium Annexe Building, New Delhi-110001 on “AS IS WHERE IS & WHATEVER IS” as per the details mentioned in **Annexure-A**, from the intender bidders who are registered under Central/State Government and have worked for Ministries/PSUs/TV channels etc.

1. **ELIGIBILITY CRITERIA:**

- (a) The bidders should have **Permanent Account Number (PAN)** under the Income Tax Act, 1961. Copy of the PAN card should be enclosed.
- (b) The bidders must be registered for GST with State Governments/ Departments of Government of India.
- (c) The bidder should not have been blacklisted by any State Government/Government of India/ PSU/ Autonomous Organization in the past. An undertaking to this effect should be submitted along with the financial bid.

2. **INSPECTION OF ITEMS:**

The inspection of old and unserviceable/scrap items can be done carefully by the prospective bidders or their representatives in the office of RSTV located on 3rd & 4th floor of Talkatora Stadium Annexe Building **up to 24th February, 2020** any time between **11.00 hours to 16.00 hours**. on working days. Queries, if any, can be raised to the concerned Officer at the time of inspection.

3. **PRE-BID MEETING:**

A pre-bid meeting will be held on **2nd March, 2020 at 4.00 pm** in the office of Rajya Sabha Television, 3rd floor, Talkatora Stadium Annexe Building, New Delhi-110001, where the intending bidders may seek any clarification and to have first-hand information about the

Items to be disposed. The prospective bidders are requested to attend the pre-bid meeting so that there may not be any communication gap and they are aware of the requirements of RSTV.

4. SUBMISSION OF BID:

- (a) Tenders are invited under single bid system i.e. Financial Bid.
- (b) Tenders documents should be type-written or printed with indelible ink and submitted in a sealed cover.
- (c) The bidders shall submit tender document under a sealed cover containing the Bidding documents superscribed on it “Financial Bid for disposal of old and unserviceable/scrap items of Rajya Sabha Television, at Talkatora Stadium Annexe Building, New Delhi” along with other details as required.
- (d) The tender document should be addressed to Joint Director (Admn),Rajya Sabha Television, 3rd Floor, Talkatora Stadium Annexe Building, NewDelhi-110001 and may be dropped in the drop box at the above address by5:00 P.M. on or before **11th March, 2020** or may be sent by courier/ registered/speed post so as to reach RSTV by 5:00 P.M on or before **11th March, 2020**.
- (e) The bidder shall ensure that each page of the tender and all other enclosures appended to it are signed and stamped by the person authorized to sign the tenders, as a token of having read and understood the terms and conditions contained therein before filing the tender document for bid process.
- (f) Tender shall be prepared as per the prescribed format and submitted in accordance with instructions in the tender document.
- (g) All entries in the tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached.
- (h) Interested parties may submit their sealed tenders after inspection of the premises. The inspection of the premises can be made between 2 p.m. and 4

p.m. on all working days till the last date for the receipt of tender, except on Saturday, Sunday and public holidays.

- (i) Tenders will not be accepted after the time and date fixed for the receipt of tenders as set out in the Tender Notice or subsequent extensions, if any.
- (j) A bid submitted without EMD or incomplete bid will not be considered and the same will be rejected.
- (k) Any conditional tender will not be accepted.
- (l) Any correction or alteration is not allowed in the Financial Bid.
- (m) The Highest bidder will be decided on the basis of total price value quoted inclusive of applicable taxes (if any).

5. **EARNEST MONEY DEPOSIT (EMD):**

(a) An Earnest Money Deposit (EMD) of Rs.10,000/- (Rupees Ten thousand only) shall be furnished in the form of D.D./ Pay Order drawn in favour of **“DDO, Rajya Sabha Television, 3rd Floor, Talkatora Stadium Annexe Building, New Delhi- 110001.”**

- (b) D.D./Pay Order of EMD must be placed along with tender bid document in a sealed envelope.
- (c) Cheques are not acceptable as Earnest Money Deposit under any circumstances and in such cases Tender document will not be considered.
- (d) Tender without EMD amount will not be considered and rejected outright.
- (e) The EMD of unsuccessful Bidders shall be released after declaration of the highest responsive bidder by the Competent Authority.
- (f) EMD of successful bidder will be refunded after completion of the contract or may be adjusted in final payment to the bidder.

6. OPENING OF BIDS:

The bids will be opened on **12th March, 2020 at 4.00 pm** in the office of Rajya Sabha Television, 3rd Floor, Talkatora Stadium Annexe Building, New Delhi -110001 in the presence of intending bidders or the representatives thereof, if any. Successful responsive bidder will be adjudged after scrutiny of tender documents submitted by the intending bidders.

7. REJECTION OF BIDS:

Canvassing by the bidder in any form, unsolicited letters and post tender corrections may invoke summary rejection of its bid with forfeiture of EMD. Rajya Sabha Television reserves the right to reject any or all tenders without giving any notice or assigning any reason thereof.

8. SALE ORDER:

The Agency selected as successful responsive bidder shall be issued with Sale order, wherein the necessary terms & conditions will be incorporated for execution of work.

9. TERMS AND CONDITIONS:

- (a) Bidders will not be allowed to withdraw their offer once it is submitted to RSTV.
- (b) No enquiry of bidder shall be entertained once the material is lifted by them.
- (c) All labour, tools, equipment and transport for loading the items from RSTV shall be at the cost of the bidder.
- (d) The personnel employed by the responsive bidder for the disposal of old and unserviceable items shall strictly obey the Safety Rules in force while working in RSTV, New Delhi.
- (e) The job shall be done without damaging the premises of RSTV. The bidder shall make good the damages, loss etc., in the event of any occurrence or otherwise.
- (f) Taxes, as applicable at the time of taking delivery of the items shall be at the cost of the bidder.

- (g) The successful bidder with highest bid will be issued a sale order and shall have to make full payment in the form of Demand Draft for the quantity at the contract rate plus taxes in advance within 5 days from the receipt of Sales order. The successful bidder shall ensure that the items/goods will be lifted by him within 5 days of issue of Sale order, failing which, the Earnest Money Deposit of the bidder will be forfeited and the goods/items shall be sold by RSTV on the basis of legal advice at the cost of the bidder.
- (h) The bidder will not be permitted to sort out the materials. The entire lot should be cleared as directed by the officer in charge.
- (i) Removal and transportation of materials shall be done only from 10.00 am to 5.00 pm during working days.
- (j) The buyer will arrange to remove the materials sold to him at his own cost and clear the site within the stipulated period mentioned in delivery period.
- (k) No other material should be removed from the site.
- (l) RSTV reserves the right to accept/reject any or all the tenders in part or full or divide the work among two or more parties without assigning any reasons thereof and, in such case, bidders shall not have any claim on the Office of RSTV.
- (m) RSTV shall not be responsible for any injury or death of any worker at site due to accident or malfunctioning of the equipment or by negligence of staff.
- (n) No payment will be made to the contractor for damage caused by rains or other natural calamities during execution of the work and no such claim on this account will be entertained.
- (o) The successful bidder will be responsible for proper entry of workmen at the entry gate of RSTV and may get them registered in entry register kept with the guard deployed by RSTV.

- (p) No manpower shall be engaged below 18 years of age.
- (q) It will be the responsibility of the contractor to meet transportation, food, medical and any other requirements in respect of the persons deployed by him. The Office shall not be responsible for any damages, losses, claims, financial or other injury to any person deployed by service providing agency during the course of their performing the functions/duties, or for payment towards any compensation.

10. **ARBITRATION:**

All disputes and differences arising out or in any way touching or covering the Services shall be referred to the sole arbitrator appointed by the Secretary General, Rajya Sabha. Awards of such arbitration shall be final and binding on the parties to the Sale order. The Courts in New Delhi will have the sole and exclusive territorial jurisdiction over any dispute or difference in connection with tender.

**Joint Director (Admn)
Rajya Sabha Television**

Ref No. RSTV/Admn-2/68/2017

Dated: 17th February, 2020

Name and address of the bidder _____

I am/we are willing to purchase of under mentioned lot of old & unserviceable/scrap items as on "As is where is & what is basis" in response to Tender mentioned above and hereby submit out offer as under :-

PROFORMA FOR QUOTING THE BID

Sl. No.	Name of the item	Details of Earnest Money Deposit (EMD)			Quoted price	
		DD No.	Date	Amount	In figure	In words
1.	Old & unserviceable/scrap items of Rajya Sabha Television, 3 rd Floor, Talkatora Stadium Annexe Building, New Delhi-110001					

1. I/we have inspected the condition of unserviceable/scrap items of Rajya Sabha Television, 3rd Floor, Talkatora Stadium Annexe Building, New Delhi-110001 in the list as per Annexure 'B' before making the above offer.
2. I/we agree to the forfeiture of the earnest money if I/we fail to comply with all or any of the items and conditions in whole or in part laid down in the tender documents which would constitute and have the force of contract between us and Rajya Sabha Television, 3rd Floor, Talkatora Stadium Annexe Building, New Delhi-110001.
3. I/we have carefully read the items and the conditions of the offer, particularly regarding earnest money and agree to abide by these in letter and spirit. The decision of RSTV on any dispute arising out of the offer shall be binding on me/us.

Date : _____

Signature : _____

Name : _____)

Rubber Stamp :

Annexure 'B'

**LIST OF DEFECTIVE/UNSERVICEABLE TECHNICAL ITEMS
HELD IN THE STORE SECTION, RAJYA SABHA TELEVISION**

Sl. No.	Name of the item	Quantity
1.	Headphone	30
2.	Fax Machine Panasonic	1
3.	Scan Jet HP (N8460)	1
4.	Laptop (Apple) Model No AI286 & AI278	2
5.	Computer	3
6.	Printer HP Laser Jet 2055	4
7.	Printer HP Laser Jet P-4515X	2
8.	PMW EX-3 Camera	2
9.	Apple 27" Cinema Display	1
10.	Card Reader	1
11.	BRD Writer	2
12.	IP Phone (CISCO CP-6961)	3
13.	LCD 32" LG	8
14.	LCD 42" LG	2
15.	Oil Heater	2