



कर्मचारी भविष्य निधि संगठन
Employees Provident Fund Organization
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

Ministry of Labour & Employment, Govt. of India
क्षेत्रीय कार्यालय, निधि भवन, विद्युत मार्ग, ज्योति नगर, जयपुर - 302005
Regional Office, Nidhi Bhawan, Vidhyut Marg, Jyoti Nagar, Jaipur-302005

Website: www.epfindia.gov.in | Email: ro.jaipur@epfindia.gov.in | Tel: 0141-2740742



क्रमांक: आरजे/जेपीआर/स्क्रेप नीलामी/प्रशा.तृतीय/76

दिनांक 02/11/23

नीलामी सूचना

इस कार्यालय "जहाँ है जिस स्थिति में है" रखे अनुपयोगी सामान की बिक्री की जानी है। इस हेतु निर्धारित प्रपत्र में मोहरबंद निविदाएँ आमंत्रित की जाती है। निविदा प्रपत्र के साथ धरोहर राशि रुपये 12400/- का बैंक ड्राफ्ट क्षेत्रीय भविष्य निधि आयुक्त, जयपुर के नाम से लगाना आवश्यक है।

पूर्णरूप से भरे प्रपत्र दिनांक 15/11/2023 को 4.00 बजे तक कार्यालय, निधि भवन, ज्योति नगर, जयपुर में रखे टेण्डर बॉक्स में डाले जाने आवश्यक है। प्राप्त निविदा प्रपत्र दिनांक 17/11/2023 को 11.00 बजे उपस्थित निविदाकर्ताओं के समक्ष खोले जायेंगे। निविदा की अन्य शर्तें, बिक्री योग्य सामान की सूची एवं दर दर्शाने का प्रपत्र कार्यालय वेबसाइट www.epfindia.gov.in एवं www.eprocure.gov.in के टैण्डर पृष्ठ से डाउनलोड किया जा सकता है। सफल टेण्डर को उसी दिन बिक्री किये गये सामान की पूर्ण राशि बैंक ड्राफ्ट के माध्यम से जमा करवानी होगी तथा 03 दिवस में सामान उठाना होगा।

(शैलेन्द्र कुमार जैन)
क्षेत्रीय भविष्य निधि आयुक्त-1 (प्रशासन)

कर्मचारी भविष्य निधि संगठन

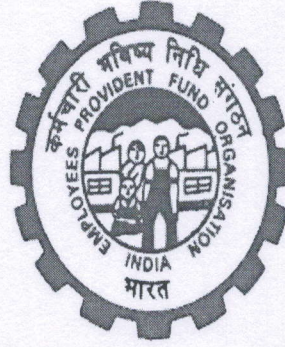
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

क्षेत्रीय कार्यालय ,निधि भवन,विद्युत मार्ग,ज्योति नगर,जयपुर -302005

Website : www.epfindia.gov.in

E-mail : ro.jaipur@epfindia.gov.in

Phone: 0141- 2740742



TENDER DOCUMENT FOR DISPOSAL OF SCRAP

Tender Opening Date: 17.11.2023 at 11.00 AM

Place: EPFO, RO, JAIPUR

Last date & Time for submission of Tender: 15.11.2023 upto 04:00 PM



कर्मचारी भविष्य निधि संगठन
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
क्षेत्रीय कार्यालय, निधि भवन, विद्युत मार्ग, ज्योति नगर, जयपुर -302005

दूरभाष: 0141-2740742,
ईमेल-ro.jaipur@epfindia.gov.in



SR No./RJ/JPR/ADM/SCRAP TENDER/

Date:

Tender Notice For Sale of Scrap

The EPFO Regional Office Jaipur intends to sell /dispose of its Unserviceable/ Obsolete / Broken/ Scrap Items, Wooden – Steel Furniture, and Other Materials etc. thus invites the Quotation/ Bid from the Interested Person/ Party / Agency for tendering in Single Bid system in One lot / Separated Lot on “AS IS WHERE IS BASIS”. The Bid Document consists of the following Sections shown in the Index.

INDEX

Sr. No.	Sections / Subject
1	Notice for Sale of Scrap
2	Eligibility Criteria
3	General Information and Instructions to the bidders
4	General Terms and Conditions of Contract
5	Bid Application / Declaration / Quotation Form
6	Details of Materials

Section 1: Notice for Sale of Scrap

Sl.	Items	Details
1.	Minimum Tender Value	1,24,000/- (One Lac Twenty Four thousand Only)
2.	Bid Details	Invitation of the Quotation/ Bid from the Interested Person / Party / Agency in Single Bid System for Selling / Disposing its Unserviceable / Obsolete / Broken / Scrape Items, Wooden – Steel Furniture and Other Materials etc., in <u>Single Lot - As is where is Basis</u>
3.	Period of the Disposal	Within 3 working days after issue of Bid Acceptance Letter.
4.	Earnest Money Deposit (EMD)	Rs. 12,400/- Only (Rs Twelve Thousand Four Hundred). The EMD shall be in the form of Banker's Cheque / Demand Draft of scheduled Bank issued / drawn in favor of RPFC JAIPUR payable at JAIPUR

		(RAJ.)(Please refer details in the Bid Documents)	
5.	Bid Document	May be received from the Store Branch of the Office at Nidhi Bhawan, Vidhyut Marg, Jyoti Nagar, Jaipur-302005 or download from Our Head Quarters Website www.epfindia.gov.in and required to drop, the duly signed all pages of Bid document along with necessary documents <u>in prescribed manner</u> in Bid box at given Address. The same can be sent through registered post at the given address. Bid submitted through any other mode shall not be entertained. The sealed tenders superscribed <u>"Tender for sale of scrap"</u> on an envelop.	
6.	Cost for Bid Document	Free of cost.	
7.	Address for Submission in Bid Box.	Regional P. F. Commissioner - II(ADM.) Employees' Provident Fund Organization Regional Office, Nidhi Bhawan, Vidhyut Marg, Jyoti Nagar, Jaipur (Raj) 302005	
8.	Bid Schedules	Date	Time
9.	Bid Document Issuing or /and Submission from	--	--
10.	Inspection of items	On 14.11.2023	11:00 am to 01:00 pm
11.	Closing of the Bid Document Issuing	14.11.2023	04:00 PM
12.	Closing of Bid Box	15.11.2023	*04:00 PM (*The Envelope received after this Schedule either due to postal delay or any other reason will not be considered for scrutinizing.)
13.	Opening of Bid Envelopes	17.11.2023	11:00 am (Any authorized Representative who has submitted Bid in time may remain present on the Schedule of the opening of the Bid Envelopes/ Technical Bid.)
In case of Holiday the next working date deemed to be scheduled date.			

Please Note:

This Advertisement Details is available at EPFO HQ website -Tender-Auctions Tab or url www.epfindia.gov.in/site_en/Tender_Auction.php . Any subsequent changes will be notified in above website only. For any other query, please contact Regional P. F. Commissioner - II (Adm.) at above address during working hours of the EPFO Regional Office, Jaipur (Raj.).

Section 2 : ELIGIBILITY CRITERIA:

The interested Bidder should fulfil following criteria for participation in Auction Process:-

- A. The bidder should possess a registration as a firm under Proprietorship / Partnership or a firm registered with any Government Authority. (Certificate issued by Shops and Establishment registration or Service Tax (GST) Registration or any other issuing Authority).
- B. Valid Bank Account.
- C. PAN No.

Section 3 : General information and Instructions to Bidders

A. For Submission of Bid Document along with necessary Documents in Bid Box

1) Bidders who are interested to participate in bidding are advised and requested to note that,

- I. To study carefully the various clauses contained in the terms and conditions before submitting their Bid.
- II. To visit the EPFO, Regional Office, Jaipur and physically inspect the site and acquaint themselves with the nature and quantum of the materials referred for Sale and Disposal before submitting their bid.
- III. All articles/items will be sold on "**AS IS WHERE IS BASIS**" (**Single Lot**) will be deemed to have been on the clean understanding that they have satisfied themselves full in regard to the conditions, quantity and quality of the articles/items proposed to be sale.

2) Bid Document along with all Certificates or Testimonials as applicable and EMD are to be submitted in sealed envelope as instruction given here under **Sr. No 3.**

3) The set of document should be prepared in following manner for submission.

1	E.M.D. of Rs. 12,400=00 (Rupees Twelve Thousand four hundred only).
2	Each and every page of Bid document bears the stamp and signature of the person in whose name registration exists or he shall be authorized legally or any authorized representative clearly by mentioning the name.
3	Firm Registration details (Shop & Establishment License or any other certificate)
4	Identity proof of Owner
5	Address Proof of Owner / firm
6	Copy of PAN Card
7	Copy of Service Tax / GST Certificate if applicable
8	Document Stating Bank Details.
9.	Annexure "A","B","C"

- (4) All the documents should be tagged properly, numbered, stamped and signed and packed in proper envelope with sealing.
- (5) The Bid Documents incomplete in any form or manner or conditional Bid will be rejected out rightly.
- (6) Sealed envelope should be super scribed "**Tender for Sale of Scrap**"

- (7) The completely filled Bid should be dropped in the Bid Box kept in the Administration Branch, at EPFO, Regional Office, Jaipur within the stipulated date and time.
- (8) It may also be accepted by Registered Post subject to reaching at this office before the Scheduled time of Bid Box Closing.

B. Bidding Process Scheduled:

As per the **Section 1: Notice for Sale of Scrap**

C. Manner of Bid Evaluation and Finalization for Award of Lifting the Materials.

- A. The Bid Box will be opened as per given Schedule time by the Committee members nominated by Regional P. F. Commissioner - I, EPFO Regional Office, Jaipur in the presence of the authorized representatives of the Bidder, who wish to be present at that time.
- B. All the Bids will be scrutinized by the evaluation committee constituted by the Regional P. F. Commissioner - I, EPFO Regional Office, Jaipur to check all relevant documents for their authenticity and relevance.
- C. Conditional and Bids without crucial Information/documents will be rejected out rightly.
- D. The bidder, who quoted the rate lower than the reserve/base price, will not be entertained.
- E. Upon evaluation and Scrutiny of offers in all aspects, fulfillment of all documents, the Bid Acceptance letter will be issued to **the Best and Highest quoted H - 1 responsive Bid.**
- F. In case of Failure of H – 1, The H -2 Will be given Opportunity to lift the Material with same term and conditions as well as the clauses reflected in this Bid Document at the **Rate of H-1 or H-2 as case may be on Negotiation.**
- G. In Case of above F, H – 2 Bidder failed to execute the Lifting of Material as per the rate of H – 2, the following Instruction Sr. No. H will be applicable.
- H. The selection of the Bidder will be at the sole discretion of the Regional P. F. Commissioner - I, EPFO Regional Office, Jaipur.
- I. On depositing full amount of bid quoted by successful bidder, the bidder will lift the scrap at his own costs.

Section 4 : GENERAL TERMS AND CONDITIONS

I. Sufficiency of Bid submission with:

1. The Bidder shall be given full assistance and information as may be required in connection with the Bid by the EPFO Regional Office Authority as per Schedule.
2. The Bidder shall be deemed to have based his Bid on the data made available by the EPFO, Regional Office and on his own inspection and examination of the site. The offer by Bid, is deemed to have visited the site and made themselves conversant with all type of materials and situation as well as term and condition incorporated in this Bid document.

II. Period of the Lifting:

3. (Three) working Days, including all formalities of weighing and deposits of full amount of the scrap. In failure to comply with in this period the Penalty Clause will be Applicable.

III. Earnest Money Deposit (EMD):

1. EMD is payable in the form of account payee Bankers' Cheque or Demand Draft drawn on any Nationalized Bank / Scheduled Bank in favor of RPFC JAIPUR payable at JAIPUR (RAJ.).
2. No other mode like Cheque or cash any other except 1) above will be accepted.
3. Earnest money of Rs. 12,400./- (Rupees Twelve Thousand four hundred Only) is to be deposited in shape of Banker Cheque/D.D. along with bid.
4. In the absence of EMD or non-submission of EMD or not found as per the prescribed manner without, the Bid shall be summarily rejected at the opening stage.
5. EMD shall remain valid for a period of **90 days** from the opening of Bid.
6. The Earnest Money of unsuccessful Bidder shall be refunded after finalization of the Complete Process.
7. The bid security (EMD) may be forfeited. If ,
 - i) A bidder withdraws his bid during the specified period of bid validity of 90 **days** as specified above.
 - ii) In the case the H -1 / H -2 Bidder declines the offer of Bid, for whatsoever reason(s), Any Default or Deviation from the Term and Condition may lead to forfeiture of EMD
8. Any Default or Deviation from the Term and Condition may lead to forfeiture of EMD in full or partially.
9. No interest is payable on EMD.

IV. Submission of the Bid Amount:

The Full Amount of Scrap should be deposited on arrival of evaluation of the items as per the Manner given for EMD within three days before lifting of Scrap as per the instructions.

V. Related with Consequential Responsibilities, Risks, Liquidated damages, and Penalty Clauses:

- a. Any tax leviable shall be paid by the successful bidder.
- b. The EPFO Regional Office Jaipur will not be liable for providing Container/carriage / Weighing formalities, if any. It will be managed by bidder only on his own cost & discretion. The cost of carriage/ container/ weighing formalities will not be deducted from the total cost of bid amount. It is to be paid by the bidder.
- c. Proper permission will be taken from the competent authority of the EPFO Regional Office, Jaipur and a gate pass will be issued at the time of lifting of the items/ material from the Office premises. The contractor shall be fully responsible for transporting / disposing of the items/ materials as per the rules.
- d. The EPFO, Regional Office, Jaipur shall not be responsible financially or otherwise for any injury to the bidder or person deployed by the bidder in the course of performing the Disposal Activity.
- e. Child Labour prohibited.
- f. In Case of non-lifting in schedule time, the Penalty will be of Rs. 1000/- per Day for addition 4 (Four) Days. Further delay will lead forfeiture of EMD. The EPFO, Regional Office, Jaipur will dispose the rest materials as per his discretion and nothing will be considered for EMD Release or Relaxation in this matter.

VI. Subletting or Subcontract:

- 1) Bid forms are not transferable.
- 2) Contractor shall not be allowed to carry out whole or part of the lifting through sub contract(s), which may lead to forfeiture of the EMD.

VII. Revisions or Reduction of Bid Amount :

1. The rate quoted will be higher than the Reserve Price / Upset Value fixed by this office.
2. A Bidder shall be deemed to have full knowledge of the site whether he inspects it or not and Quantum of Materials. No Discount / Reduction or extra charges Payment consequent on any misunderstanding or otherwise shall be allowed.

VIII. Dispute settlement.

- 1) All the disputes and differences arising out of and in any way touching the concern of this Auction (except for which specific provisions have been made herein) shall be referred to the Competent Authority i. e. The Regional P. F. Commissioner - I or any person appointed by him / her and his/her decision in this regard is full and final which should be abided by the Participant
- 2) All disputes are subject to Jaipur District (Raj.) Jurisdiction.

IX. Rights of Acceptance/ Rejection / Relaxation:

- 1). The Regional P. F. Commissioner - I Jaipur reserves the right to reject any, all or any Bid without assigning any reason thereof.
- 2). In case sufficient number of responses are not received by closing date, the closing date may be extended by another 07 days which will be treated as Re-tender/Bid Notice and the tender will be finalized after waiting for responses till the date so extended or the Decision of the Regional P.F. Commissioner will be final.

Date:

Place:

Signature:

Name:

Designation:

(Please affix stamp of the estt.)

List of scrape/non repairable items		
S.No.	Scrape Item	Quantity
1	Wooden Board of Zonal Office Name	1
2	Iron scrap	1000 Kg approx
3	Iron Electric panel board	3
4	Office Name Board	1
5	Wooden Doors with frame	4
6	Iron Chairs (Canteen)	6
7	Water Cooler	1
8	Office Chairs (Red)	80
9	Office Chairs (Green)	65
10	Chairs (Canning)	27
11	Modular Furniture Frame (Computer)	6
12	Iron frame with net	2
13	Plastic Chairs (Canteen)	2
14	PVC Water Tank 1000 Ltr	1
15	Geyser	2
16	Wall Fan	4
17	Exhaust Fan	4
18	Fan	124
19	Cash Box	1
20	Speaker	10
21	Plastic Frame	2
22	Water Cooler stand	3
23	Tyre	4
24	Iron Chaddar	1
25	Stabilizer starter	4
26	RO Small	1
27	Window AC	3
28	Split AC Outer unit	3
29	Torch	2
30	MCB Box	8
31	Road Light	2
32	Cement sheet	25 (6 ft)
33	Plastic pipe/wire Scrap	100 Kg
34	Iron windows	16
35	Sliding Channel	200
36	Telephone	43
37	Old Newspaper/Paper Scrap	700 Kg
38	Alarm Watch	5
39	Flower Post	2 set
40	Franking Machine	1
41	Typewriter	3
42	Fax Machine	4
43	Postal Balance Machine	1
44	Rinch	1

BIDDER DETAILS

1	A	Firm and Ownership Details	Name of the firm	
	B		Full Postal Address	
	C		Telephone No.	
	D		Fax No.	
	E		E-Mail Address	
	F		Type of the firm (Proprietorship / Partnership / Pvt.Ltd. / Ltd /any other..)	
	G		Name of Director/Prop/Partner(s)	
	H		Cell Phone No.	
	I		Residential Address of Director/Prop/Partner(s)	
2	A	Firm Registration Details	Registration Authority	
	B		Registration No.	
3	A	PAN Details	PAN No	
	B		Name of the PAN Holder	
4	A	GST / Service Tax Details if applicable	GST / Service Tax Registration No	
	B		Name on GST/Service Tax Regi. Certificate	
5	A	Bank Details	Name of A/c holder:	
	B		Bank Name:	
	C		Branch :	
	D		Account No.:	

I..... Proprietor/partner/director of M/s
 hereby declare that the information given in this form is true
 and correct to the best of my knowledge and belief.

Date:

Place:

Signature:

Name:

Designation:

(Please affix stamp of the estt.)

Annexure"B"**LETTER SUBMITTING TENDER**

To
The Regional P.F. Commissioner,
Regional Office, Jaipur.

Sir,

With reference to your tender notice dated _____. I/We hereby submit bid as follows:-

Quoted price of all items	
In numbers	
In words	

Remark-Successful Bidder will be decided on the basis of highest bidding amount.

I have seen all the material as per list mentioned at Sr. No. 6 and after inspecting thoroughly, I/We have quoted the bid as above with my/our assessment.

Date:

Signature:

Place:

Name:

Designation:

(Please affix stamp of the estt.)

Details of EMD

1	A	Earnest Money Deposit Detail	Mode of Submission (DD / Banker Cheque No.)	
	B		EMD Rupees	
	C		DD / Bankers Cheque No	
	D		Date of issue	
	E		Issuing Bank	
	F		Branch of the Issuing Bank	

TENDER ACCEPTANCE LETTER

(To be given on Firm/Establishment/Company letter Head)

To
The Regional P.F. Commissioner,
EPFO, Regional Office, Jaipur.

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No. _____

Name of Tender/work: Tender for sale of scrap.

Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned "Tender for sale of scrap" from the EPFO website/Office as per your advertisement, given in the EPFO Website/Newspaper.

2. I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. ____ to ____ (including all documents annexure(s), schedule(s), etc. which form part of the contract agreement and I/We shall abide hereby by the terms/conditions/clauses contained therein.

3. The corrigendum(s) issued from time to time by you department/organization too have also been taken into consideration, while submit in this acceptance letter.

4. I/we hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.

5. I/We do hereby declare that our firm has not been blacklisted/debarred by any Govt. Department/Public sector undertaking.

6. I/We Proprietor/partner/director of M/s

..... hereby declare that the information given in this form is true and correct to the best of my knowledge and belief.

Date:

Signature:

Place:

Name:

Designation:

(Please affix stamp of the estt.)

Checklist for Documents enclosed with Tender

S.No.	Document	Enclose Yes/No.	Page No.
1.	E.M.D. of Rs. 12400/- (Rupees twelve Thousand four hundred only).		
2.	Each and every page of Bid document bears the stamp and signature of the person whose name registration exists or he shall be authorized legally or any representative clearly by mentioning the name.		
3.	Firm Registration details (Shop & Establishment License or any other certificate)		
4.	Identity proof of Owner		
5.	Address Proof of Owner / firm		
6.	Copy of PAN Card		
7.	Copy of Service Tax / GST Certificate if applicable		
8.	Copy of Bank passbook/statement for bank details		
9.	Annexure "A" BIDDER DETAILS		
10.	Annexure "B" TENDER ACCEPTANCE LETTER		
11.	Annexure "C" LETTER SUBMITTING TENDER		

Date:

Signature:

Place:

Name:

Designation:

(Please affix stamp of the estt.)