

**OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
NEW DELHI**

Tender No.94/ADMIN-II/14-2023

Dated: 22.12.2023

ONLINE TENDER FOR DISPOSAL
OF DISMANTLED MATERIAL OF HVAC PLANT
lying at 10 Bahadur Shah Zafar Marg, New Delhi 110124

SR. ADMINISTRATIVE OFFICER (ADMN-II)
OFFICE OF THE COMPTROLLER AND
AUDITOR GENERAL OF INDIA
10, BAHADUR SHAH ZAFAR MARG,
NEW DELHI-110124

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA NEW DELHI

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OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA NEW DELHI

Tender No.94/ADMIN-II/14-2023

Dated: 22.12.2023

SECTION-I
NOTICE INVITATING TENDER

1. Office of the Comptroller and Auditor General of India, New Delhi invites online bids for disposal of dismantled material of HVAC Plant (**on as is where is basis**) lying at 10, Bahadur Shah Zafar Marg, New Delhi-110124 under Open Tender Enquiry Method as per details specified in the terms and conditions and scope of work.
2. The tender document floated for the purpose can be downloaded from CPP Portal (www.eprocure.gov.in) and also available on the official website <http://cag.gov.in> and the bidders may submit online bids. Bids shall be submitted only in **online mode at CPP portal**: <https://eprocure.gov.in/eprocure/app>. Manual bids will not be accepted.
3. The Bidder should download the Bid document through CPP Portal and CAG's website and upload it again at the time of submission of the bid with signature and stamp is in token of the Bidder having acquainted himself/themselves and accepted the entire Bid document (terms and condition of Contract and other instructions to bidders) including various conditions of contract.
4. Bidders are advised to visit the CPP portal regularly to keep themselves updated as any addendum/corrigendum in the tender will be intimated through this portal only. The addendum/corrigendum in the tender will also be available on the office of the CAG's website (<https://cag.gov.in>).

5. Important dates related to this tender are furnished below for information.

Sl. No.	Particulars	Date	Time
1	Date of online publication of tender	22.12.2023	11:00 hours
2	Starting date of downloading tender documents	22.12.2023	11:00 hours
3	Starting date of submission of bid	22.12.2023	11:00 hours
4	Closing date of submission of bid	11.01.2024	11:00 hours
5	Closing date & time for submission of original EMD	11.01.2024	Upto 11:00 hours
6	Opening date of technical bid	12.01.2024	11:00 hours

6. The Competent Authority reserves the rights to reject any or all bids without assigning any reason and the decision of the Competent Authority of the Office of the Comptroller and Auditor General of India, shall be final and binding.

7. The detailed Tender enquiry, eligible criteria, Technical Bid, Financial Bid, Terms and Condition including the Performa in which application to be made is also available on the official website <https://cag.gov.in> on or after 22.12.2023.

(Vinod Kumar)
Sr. Administrative Officer (Admn.-II)

SECTION-II
BID SUBMISSION FORM
(to be printed on Bidder's letterhead, signed, stamped, scanned and upload)

To

The Director (P)
Office of the Comptroller and Auditor General of India
10, Bahadur Shah Zafar Marg
New Delhi-110124.

Ref: - Invitation for Bid No. Tender No. 94/Admin-II/14-2023 Dated 22.12.2023

We, the undersigned, declare that:

1. We have examined and have no reservations to the Bidding Documents, including Addenda, if any, issued in accordance with Instructions to Bidders.
2. We offer to execute in conformity with the Bidding Documents for providing the required services as per the details given in the tender document for the Office of the Comptroller and Auditor General of India.
3. Our bid shall be valid for a period of 90 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents and it shall remain binding upon us and maybe accepted at any time before the expiration of that period.
4. If our bid is accepted, we commit to submit a performance security in accordance with the Bidding Documents.
5. We also declare that Government of India or any other Government body has not declared us ineligible or black listed us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of any nature.
6. We also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that you are not bound to accept highest ranked bid or any other bid that you may receive.

Yours sincerely,

Authorized Signatory
(Authorized person shall attached a copy of Authorization for signing on behalf of Bidding company)

Full Name and Designation

Tender No.94/ADMIN-II/14-2023

Dated: 22.12.2023

SECTION-III
INSTRUCTIONS TO BIDDERS

- 1 Office of the Comptroller and Auditor General of India, New Delhi invites **online bids** for Disposal of dismantled material of HVAC Plant at 10, Bahadur Shah Zafar Marg, New Delhi-110124 under Open Tender Enquiry Method. The invitation to bids is open to all agencies fulfilling the eligibility criteria. Agencies not conforming to any of the following parameters will not qualify:

Eligibility Criteria:

- i. The Agency should have minimum three years' experience in the field of dismantling, lifting, removal and disposal of dismantled material, scrap, etc.
- ii. The Agency should be an Income Tax assessee and should have filed Return of Income for the last 3 assessment years, i.e. Assessment Years 2020-21, 2021-22 and 2022-23.

- 2 The Agency is expected to examine all instructions, forms, terms & conditions, and specifications in the bidding document. Failure to furnish information required by the bidding document or submission of a bid not substantially responsive to the bidding document in each and every respect will result in rejection of the bid.

- 3 The scrap/goods of dismantled material of HVAC plant will be sold on "as is where is basis", so far as the physical condition, quality and quantity of the same is concerned. That is to say, the Agency(ies) will be deemed to have made themselves aware of the physical conditions, dimensions, size, weight, conditions, quantity, etc. by inspecting the material before submitting their bids and no complaint/ claim in this regard will be entertained by the O/o the Comptroller and Auditor General of India, New Delhi after the submission of the tender.

4 **TECHNICAL BID**

The Bidder shall be required to follow the procedure as specified above and submit its bid (Technical and Financial) through online mode only as detailed in succeeding paragraphs. The following documents shall be required to be submitted/uploaded by the Bidder in support of their online Bid:

- (4.1) The Bidder shall be required to print "Bid Submission Form" as per Section-II on Company's letterhead, sign, stamp, scan and upload on the CPPP portal.

- (4.2) The Bidder shall be required to sign, stamp, scan and upload the Technical Bid Form as per Section-VI along with other documents as specified in the tender document.
- (4.3) The bidders are required to upload scanned copy of Earnest Money Deposit (EMD) of ₹40,000/- by means of bank guarantee/demand draft pay/ banker's cheque drawn in favour of PAO, Office of the Comptroller and Auditor General of India payable at New Delhi, along with their bids. The EMD is to remain valid for a period of 90 days beyond the final bid validity period. In case the tender process takes longer than 90 days, the successful bidder will submit a fresh EMD of ₹40,000/- before the expiry of earlier instrument through which the EMD was furnished.
- (4.4) The original copy of the Earnest Money Deposit (EMD) should be sent to Sr. Administrative Officer (Admn.-II), Office of the Comptroller and Auditor General of India, 10, Bahadur Shah Zafar Marg, New Delhi on or before the time of closing of the uploading of the Bids. The original of the EMD can be sent by Speed Post or Registered Post. Physical copy of EMD can also be dropped in the tender box placed at Office of the Comptroller and Auditor General of India, 10 Bahadur Shah Zafar Marg, New Delhi or at Office of the Comptroller and Auditor General of India, 9, Deen Dayal Upadhyaya Marg, New Delhi – 110 124. **No acknowledgement for EMD dropped at tender box shall be provided.** In the event of non-receipt of the EMD before the closing of the uploading of the Bids, the bid shall not be opened.
- (4.5) Bidders, who are eligible to be exempted from depositing EMD according to Rule-170 of GFRs, 2017, should submit documentary proof thereof along with technical bid. Besides, they have also to enclose a hardcopy of same valid exemption certificate(s) and ensure that the same is submitted to the officer in charge as Sr. Administrative Officer (Admn.-II), Office of the Comptroller and Auditor General of India, 10, Bahadur Shah Zafar Marg, New Delhi-110124.
- (4.6) Income tax Return for the last 3 assessment years, i.e. AYs 2020-21, 2021-22 and 2022-23 and copy of PAN.
- (4.7) The Bidder shall sign its bid with the exact name of the concern to which the contract is to be awarded.
- (4.8) The Bid document filed by the bidder shall be typed or written in indelible ink. No overwriting or cutting shall be permitted. No bid will be considered unless and until all pages/documents comprising of the Bid are properly signed and stamped by the persons authorized to do so.
- (4.9) In case, the day of bid submission is declared Holiday by Government of India, the next working day will be treated as day for submission of bids. There will be no change in the timings.
- (4.10) The Competent Authority reserves the rights to reject any or all bids without assigning any reason and the decision of the Competent Authority of the Office of the Comptroller and Auditor General of India, shall be final and binding.
- (4.11) All the bid documents uploaded shall be serially page numbered and contain the table of contents with page numbers.

5. FINANCIAL BID

- (5.1) The Financial Bid shall comprise the price component for disposal through purchase of all scrap of dismantled material of HVAC plant (as is where is basis)

lying at 10, Bahadur Shah Zafar Marg, New Delhi-110124 indicated in the Section-VIII of the bid document.

(5.2) Rates quoted for dismantled scrap of HVAC plant ‘as is where is basis’ plus GST or any other statutory levies, if any, extra.

(5.3) The bidder will have to bear the cost of lifting, removal, disposal of unserviceable dismantled material of HVAC plant lying at 10 Bahadur Shah Zafar Marg, New Delhi.

(5.4) Price shall be quoted in Indian rupees only.

(5.5) The Bidder shall sign its bid with the exact name of the concern to which the contract is to be awarded.

(5.6) The Bid document filed by the bidder shall be typed or written in indelible ink. No overwriting or cutting shall be permitted.

(5.7) The financial bid will be opened only for technically qualified firms.

6. Opening and Evaluation of Technical Bids:

(6.1) The technical bids shall be opened by a committee of the officers constituted by the competent authority for the purpose at the time and date as specified in the tender document.

(6.2) Statements, documents, proof of EMD etc. submitted by the bidders will be verified for technical evaluation. The technical bids shall be evaluated later to ensure that the bidders meet the minimum eligibility criteria as specified in the Tender Document.

(6.3) Bids shall be declared as Valid or Invalid based on the preliminary scrutiny by the Tender Opening Committee. However, detailed evaluation shall be done only in respect of Valid Bid.

(6.4) Failure to furnish EMD (in original) will result in bid getting rejected.

7. Opening and Evaluation of Financial Bids:

(7.1) The Financial Bids of all the technically qualified Bidders, whose bids are accepted in conformity with the required specifications shall be opened on the appointed date and time in presence of the qualified bidders/ their authorized representatives, who choose to be present at the time of opening of the financial bids.

(7.2) The Highest Acceptable Bid will be considered further for placement of contract after complete clarification.

(7.3) If there is a discrepancy between words and figures, the amount mentioned in words shall be taken as the bid price. If the bidder does not accept the correction of errors, as aforesaid, his bid will be rejected.

(7.4) In the event of more than one bidder with the heights bids (say equal), the bidder with the highest ‘cumulative annual turnover of the last 3 financial years would be deemed as ‘Successful Bidder’ with respect to the submission of proof of documents as submitted by the bidder.

8. RIGHT OF ACCEPTANCE:

(8.1) The Office of the Comptroller and Auditor General of India reserves all rights to reject any bids including of those bidders who fail to comply with the

instructions without assigning any reason whatsoever and does not bind itself to accept the highest or any specific bids. The decision of the Competent Authority of the Office of the Comptroller and Auditor General of India in this regard shall be final and binding.

- (8.2) Any failure on the part of the bidder to observe the prescribed procedure and any attempt to canvass for the work shall render the bidder's bids liable for rejection.
- (8.3) The competent authority of the office of the Comptroller and Auditor General of India reserves the right to award any or part or full contract to any successful agency (ies) at its discretion and this shall be binding on the bidders.
- (8.4) In case of failure to comply with the provisions of the terms and conditions mentioned, by the agency that has been awarded the contract, the competent authority of the Office of the Comptroller and Auditor General of India reserves the right to award the contract to the next higher bidder or any other outside agency.
- (8.5) The office of the Comptroller and Auditor General of India shall terminate the Contract if it is found that the Contractor was black listed on previous occasions by any of the Government Departments / Institutions / Local Bodies / Municipalities / Public Sector Undertaking etc. In such case, the Contractor is also liable to be blacklisted by the Client.
- (8.6) The contractor shall not subcontract or permit anyone other than it to perform any of the work, service or other performance required of the Agency under the contract.

9. RETURNING OF EARNEST MONEY DEPOSIT (BID SECURITY AMOUNT)

- (9.1) The Earnest Money Deposit of the unsuccessful bidders will be returned within 15 days of financial evaluation of tenders.
- (9.2) The Earnest money deposit of all the bidders shall be returned in case of cancellation of Tender after the opening of Bids and prior to opening of financial bids.
- (9.3) No interest shall be paid on Earnest Money Deposit.

10. Prior to the submission of Bid

The Bidder/ authorized representative shall personally inspect the first at his own cost and under prior intimation to the Caretaker, 10, Bahadur Shah Zafar Marg, office of the Comptroller and Auditor General of India, New Delhi. This is necessary to enable the bidder to gather all the information, so as to prepare the Bid accurately after taking into consideration all the relevant factors. Submission of the bid will, therefore, be considered as meeting the requirements of bidder having fully read and understood the tender document.

- 11. In case bid is not accepted, the bidder shall not be entitled to claim any cost, charges, expenses incidental to or incurred by the contractor in connection with the submission of the bid.

12. The scrap will be sold on “As is where is basis”, so far as the physical condition and quantity of the same is concerned. That is to say the bidder (s) will be deemed to have made themselves aware of the physical conditions, dimensions, size, weight, quantity, working condition etc. by inspecting the material before submitting their tender and no complaint/claim in this regard will be entertained by the Office of the Comptroller and Auditor General of India, New Delhi after the submission of the tender.

Read and accepted.

Signature and Stamp of
Bidder or Authorized Signatory.

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA NEW
DELHI

Tender No.94/ADMIN-II/14-2023

Dated: 22.12.2023

SECTION-IV

TERMS & CONDITIONS OF CONTRACT

1. This contract shall be for Disposal of dismantled material of HVAC plant (as is where is basis) lying at 10, Bahadur Shah Zafar Marg, New Delhi of O/o the Comptroller and Auditor General of India New Delhi-110124.
2. This office does not bind itself to accept the highest offer and reserves the right to reject any or all the bids received without assigning any reason whatsoever it may be.
3. After determining the successful bidder, Client shall issue a Letter of Acceptance (LoA) in duplicate, who will return one copy to Client duly acknowledged, accepted and signed by the authorized signatory, within Three (3) days of receipt of the same by him.
4. The successful bidder within five days of the acceptance of the LoA shall execute a Performance Bank Guarantee in the form of a Bank Guarantee of any nationalized bank, a sum of ₹80,000/- (Rupees eighty thousand) in favour of Pay and Accounts Officer, Office of the Comptroller and Auditor General of India, New Delhi, payable at New Delhi.
5. The Agency will be responsible for the execution of entire work and will be legally liable for any harm or loss arising to any person whomsoever, in whatever form, from any act of negligence, omission or commission, whether intentional or otherwise, of the contractor or any of the workers/agents deployed by the contractor in the course of providing any services stated in this contract, and will bear full responsibility and cost of the same. The Office of the Comptroller and Auditor General, New Delhi will not be liable for any loss or harm to any person within or outside the premises of this office from any act of omission or commission of any of the workers, agents any other deployed by the contractor in the course of providing any services stated in this contract.
6. The entire amount of bid cost shall be deposited by the successful bidder within 5 (Five) days before receiving of all the dismantled material, which should be removed immediately or within time allowed (not more than 15 days from the date of issue of letter of acceptance).
7. EMDs of unsuccessful bidders shall be returned as such within 15 days after conclusion of tender process.
8. In case the selected bidder does not remove the scrap within stipulated time period, the bid security/performance bank guarantee shall be forfeited in full or partially and re-sale of the items shall be made at the risk and cost, if any, of such defaulter, which will be adjusted from the security deposit. Decision of the competent authority of this office shall be final in this regard and binding on the bidder.

9. This office shall have full right to forfeit the EMD partially or in full in any case, the successful bidder fails to comply the instructions of this office or withdraw bid at any stage or breaches any of terms & conditions of the tender enquiry or acceptance letter.
10. The period of contract will be as specified in the terms and conditions of tender document. Unless the materials are lifted within 15 days from the issuance of letter of acceptance, the contract for the quantity not lifted within the stipulated time shall be deemed to have been cancelled and O/o the Comptroller and Auditor General of India shall be at liberty to dispose them off without prejudice to its rights against the contractor. If further material is left in the area allotted to the contractor after the period of contract.
11. In case of default in payment within the time limits specified in the terms and conditions of tender, the due payment may be made together with additional charges @ 10% per week or part thereof on the sale amount for the period of delay, within 7 days from the due date. However, this office reserves the right not to accept the payment with or without the additional charges after the expiry of the above mentioned time limits or even within the aforesaid additional period of 14 days at the Department's sole discretion and in such an event the sale of the items will be automatically cancelled and the Earnest Money/Security Deposit (as the case may be) of the contractor will automatically stand forfeited and in addition, the terms of the Clause is hereinafter will be applicable.
12. Minimum Reserve Price for the bid will be ₹800,000/- (Rupees Eight Lakh).
13. The successful bidder will be required to deposit the total bid/quoted amount in Lump Sum by means of Demand Draft/Pay Order/Banker's cheque in favour "PAO, Comptroller and Auditor General of India" within 05 (five) days from the date of award of contract and the material will be lifted within 15 days of the receipt of confirmed sale order by the Agency. Failure to do so shall result in forfeiting of EMD.
14. The bidder shall be required to pay the applicable taxes and duties to concerned department and submit paid receipt in CAG office within 7 days of issue of the Sale Order.

Read and accepted.

Signature and Stamp of
Bidder or Authorized Signatory.

SECTION-V
BID SECURITY FORM

(To be used for EMD in case submitted by Bank Guarantee)

No.....

Date.....

To

The Director (Personnel)
Office of the Comptroller and Auditor General of India
Pocket 9, Deen Dayal Upadhyaya Marg,
New Delhi

Whereas M/s.....(Hereinafter called “the bidder”) has submitted its bid dated.....for Disposal of dismantled material of HVAC Plant under Tender No..... dated KNOW ALL MEN by these presents that WEof having our registered office at

(Hereinafter called ‘the Bank’) are bound unto The Owner in the sum of ₹40,000/- (Rupees forty thousand only) for which payment will and truly to be made of the Owner, the Bank binds itself, its successors and assigns by these present.

The Conditions of the obligations are:

1. If the Bidder withdraws his bid during the period of bid validity specified by the Bidder on the Bid form or
2. If the Bidder, having been notified of the acceptance of his bid by the Owner, during the period of bid validity.

(a) fails or refuses to execute the Contract, if required;

OR

(b) fails or refuses to furnish the Performance Security, in accordance with the instructions to Bidders.

OR

(c) fails or refuses to perform their duties fully or partially to the satisfaction of the Owner.

We undertake to pay the Owner up to the above amount upon receipt of its first written demand, without the purchaser having to substantiate its demand, provided that in its demand the Owner will not justify the demand of the amount claimed by it is due to it owing to the occurrence of any one or both of the conditions, specifying the occurred condition or conditions.

This guarantee will remain in force as specified inof the Bid document up to 90 days and including thirty (30) days after the period of bid validity and any demand in respect thereof should reach the Bank not later than the specified date/dates.

Name & Signature of witness
Address of witness

Signature of the Bank Authority
Name

Signed in capacity of
Full address of Branch
Tel No. of Branch
Fax No. of Branch

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA NEW
DELHI

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Dated: 22.12.2023

SECTION-VI
TECHNICAL BID

To

The Director (Personnel)
Office of the Comptroller and Auditor General of India
Pocket 9, Deen Dayal Upadhyaya Marg,
New Delhi

No.....

Date.....

Sir,

I/We hereby undertake to provide the services for Disposal of Dismantled Material of HVAC Plant at 10, Bahadur Shah Zafar Marg of O/o the Comptroller and Auditor General of India, New Delhi-110124 as specified in the Bid/tender document and agree to hold this offer open for a period of 90 days from the date of opening of the tender. I/we shall be bound by a communication of acceptance issued by you.

I/We have understood the instruction to Bidders and Terms and Conditions of Contract as enclosed with the invitation to the tender and have thoroughly examined the specifications of services to be rendered and are fully aware of the nature of the services to be rendered and my/our offer is to supply the services strictly in accordance with the requirements.

Certificate that I/we have the experience of more than _____ years in providing services for disposal of scrap.

Any other document (s)

We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof shall constitute a binding order between us.

Yours faithfully

Signature and stamp of the Bidder or Authorized signatory

Dated: _____

Telephone: _____

Fax: _____

Address: _____

Email: _____

Seal of Agency

Signature of the bidder

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA NEW
DELHI

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Dated: 22.12.2023

SECTION-VII
FINANCIAL BID

“Tender for disposal of dismantled material of HVAC plant”

Having examined the bid documents and having submitted the technical bid for the same, I/we, the undersigned, hereby submit the Financial Bid for providing for Disposal of Dismantled material of HVAC plant, lying at 10 Bahadur Shah Zafar Marg, New Delhi of O/o the Comptroller and Auditor General of India in conformity with the said bidding document at the prices and rates mentioned in the enclosed offer.

The Price quoted by us for the work for disposal of dismantled material of HVAC plant is as below:

1. Name, address and telephone No.
Of the Bidder/Applicant Contractor
2. Total Value of Contract (For sale and disposal all the items mentioned at section-VIII on as is, where is basis)
3. **I/we agree to pay GST, taxes and Govt. levies, if any, extra to the above quoted price as per conditions of the tender documents and submit the proof of deposit of GST, statutory taxes and levy to the client**

Date:

Place:

Stamp/Seal of the Bidder

Name and Signature of the Authorized Signatory

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA NEW
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SECTION-VIII

DISMANTLED MATERIAL OF HVAC PLANT

Sl. No.	Description of articles	Reserve Price
1	Unserviceable 3X80 TR & 2X120 TR Central AC plant	₹800,000/-
	Total Reserved price	₹800,000/-

Date:

(SIGNATURE OF BIDDER)

Place:

(OFFICIAL SEAL)
FULL NAME &
DESIGNATION

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA NEW
DELHI

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Dated: 22.12.2023

SECTION-IX
(Letter of Authorisation for attending Bid Opening)
LETTER OF AUTHORISATION FOR ATTENDING BID OPENING
(To reach on or before time of bid opening (Financial))

To

The Sr. Administrative Officer (Admn.II)
Office of the Comptroller and Auditor General of India
Pocket 9, Deen Dayal Upadhyaya Marg, New Delhi

**Subject: Authorization for attending bid opening on _____ (date) in the
Tender No. _____.**

Sir,

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of _____ (Bidder) in order of preference given below.

Order of Preference	Name	Specimen Signatures
I.		
II.		

Alternate Representative

Signatures of Bidder

Or

Officer authorized to sign the bid
Documents on behalf of the Bidder

Note: 1. Maximum of two representatives will be permitted to attend bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.

2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not received.