

**TENDER FOR THE DISPOSAL OF SALVAGE-AFFECTED PRINTED BOOKS, TNPL MAPLITHO
PRINTING PAPER WHITE PULP BOARD AND COPIER PAPERS.**

Date 23.05.2016

Tender Form issued By

Seller:

**The Director,
National Instructional Media Institute,
CTI Campus, Guindy,
Chennai- 600 032.
Phone No.044-22500248, 222500657,222500256.**

Tender Form Purchase and submitted By:

Intending Purchaser:

Co-Ordinator:

Insurance Surveyors and Loss Adjusters:

**M/s. Unik Insurance Surveyors & Loss Assessors Pvt Ltd, Chennai.
Surveyor.**

Address where goods are lying and where inspection can be done by Purchaser:

**The Director,
National Instructional Media Institute,
CTI Campus, Guindy,
Chennai- 600 032.
Phone No.044-22500248, 222500657,222500256**

Inspection can be done on Govt. working day from 25.05.2016 to 09.06.2016 between 10am to 5pm with prior co-ordination with seller.

Last Date of Inspection: 09.06.2016.

Address where tender form to be submitted:

**The Director,
National Instructional Media Institute,
CTI Campus, Guindy,
Chennai- 600 032.**

As per the address given above in a sealed envelop duly inscribed:

Tender offer for Affected printed Books, Maplitho Printing paper, White Pulp Board and Copier papers belonging to M/s. National Instructional Media Institute, Guindy, Chennai.

Date and time of submission of offer:

Complete Tender form duly signed on each page along with Earnest Money (EMD) to be submitted on or before 3PM on 09.06.2016.

TERMS AND CONDITIONS OF THIS TENDER

1.0 DESCRIPTION OF GOODS

- 1.1. The goods are sold strictly on “ **AS IS WHERE IS**’ basis, Quantity, size and number stated in any advertisement, document or material issued on behalf of the seller is approximate. By Submitting the bid, a bidder shall be deemed to have inspected the goods and satisfied himself about the same. The seller does not give any assurance, guarantee or warranty as regard the description, quality, Quantity, condition, weight, grade, soundness etc, of the goods, Quantity indicated below is only suggestive for the buyer to visualize.

Quantities indicated above are on the basis of our estimation after fire. However, offer is to be submitted on As IS WHERE is Basis for the fire affected goods. Taking over to be completed with in 7 days of issue of delivery order to the successful bidder or 15 days from the date of Tender submission which ever is early.

Bid shall be submitted on Unit Rate Basis but must be for the entire quantity an all types.

- 1.2 The seller shall have the sole and absolute right and discretion to accept any offer or reject any or all offers without giving any clarification or assigning any reason. However, the Bidder shall have no option to reject lesser or higher quantity offered for delivery or withdraw their offer once submitted.
- 1.3 The bidder shall have no right to withdraw, modify or question the sale after submitting a bid by reason of any mis-description error, defect or any other reason whatsoever.

2.0 PAYMENT

- 2.1 The Bid shall be accompanied by Earnest Money Deposit (EMD) @ 10% of the total value of offer for the entire goods by way of demand draft obtained from Nationalized or Scheduled Bank in favour of Seller, payable at Chennai. No Interest is payable on the EMD, deposited with the offer.
- 2.2 Any tender submitted without the EMD shall be invalid and summarily rejected.
- 2.3 The Tender should reach the office of **The Director, National Instructional Media Institute, CTI campus, Guindy, Chennai – 600 032** before 3.00 p.m. on 09.06.2016. No tender shall be received thereafter for any reason whatsoever. Tender submitted by post or through courier or by other means must reach seller’s office before due date and time.

- 2.4 The tenders shall be opened in presence of insured, Surveyor and Nominated Officer of Insurance Company within 3 days of submission of tender. Successful bidder will be informed latest within 7 days of tender opening and the highest bidder shall be treated as the successful tenderer. However, seller reserves the right to negotiate further with the highest bidder or reject all offers and re invite the tender or sell or dispose off in any manner as deem fit.
- 2.5 The successful tenderer shall pay the entire amount of bid together with applicable taxes and duties thereon after adjusting the EMD within 7 calendar days of opening of the bid, by Demand Draft obtained from the Nationalized or Scheduled Bank in favour of seller payable at Chennai. In no case shall the successful tenderer seek any extension of time.
- 2.6 In the event of failure of the successful tender to pay the amount of bid as above, his bid shall stand cancelled and the EMD shall be forfeited. The bidder shall have no claim over seller or on any goods or in any other manner. Seller may then decide to call up on second highest bidder and negotiate, to rise his offer up to highest bid received or may decide any other option available.

3.0 TAXES AND DUTIES

- 3.1 Bidder to give offer on unit rate basis excluding taxes and duties applicable on the sale.
- 3.2 All local taxes, duties, levies, rates and charges payable on the transaction shall be borne by the purchaser at the rate in force at the time of delivery of goods in addition to the rate and value indicated as basic offer. The sales tax will be applicable as per rule and buyer is expected to make his own enquiry and must qualify if any variation is noticed by him. Offers in any case will be compared based on indication rate or duties and taxes.

4.0 ISSUE OF DELIVER ORDER AND RELEASE OF MATERIALS:

- 4.1. Delivery Order will be issued to the purchaser within 7 working days of date of tender submission, Buyer will then arrange for the delivery of the goods latest within 7 days and material will be delivered against receipt of entire payment. In case of partial delivery if accepted by seller, full amount must be paid in advance for the quantity to be delivered and EMD will be only adjusted against the last lot value which to be less than or equal to EMD.

- 4.2. The quantity mentioned in the tender shall only be approximated and subject to variation.
- 4.3. The entire quantity shall be taken delivered by the purchaser within 7 working days from the date of issue of the Delivery Order. In the event of any delay, seller has a right to terminate the contract, forfeit the EMD amount and dispose of the goods as found suitable and necessary under the circumstances.
- 4.4. The purchaser shall make his own arrangement for delivery, loading and transporting of the goods from the premises and shall not claim any facility or assistance for men or material from the seller.
- 4.5. Delivery shall be given during working hours on all working days.
- 4.6. If the purchaser wishes to take delivery of the goods through his authorized representatives, he must authorize such person by letter of authority, which shall be signed by the person who has signed the tender. The seller may however refuse to accept or recognize the letter of authority and refuse to deliver to anyone other than the purchaser. However, in case of delivery to authorized representative, the seller shall not thereafter be responsible to the purchaser for any loss or damage to the goods and no claim shall lie against the seller even in case of any delivery to a wrong person. However, all documents including Delivery Challan, gate pass and invoice etc. shall be only in the name of purchaser and not any authorized representatives.
- 4.7. Purchaser shall not be entitled to resell the goods or any portion thereof until after taking delivery and removal of the same from the Seller's premises.

5.0 **GENERAL**

- 5.1. The tender shall contain full and proper postal address of the tenderer. In no case shall any change, amendment or alteration of the name, address or any other particulars/contents of the tender shall be permitted after submission of the same.
- 5.2. The purchaser is warned that any attempt to misuse any Delivery Order Gate Pass, Delivery Challan or other documents shall be liable for serious penalty, including cancellation of bid and forfeiture of amount paid. The Purchaser shall ensure that important documents are in the custody of trustworthy, responsible and authorized persons.

- 5.3 All bidders shall be deemed to have read and acquainted with these conditions of the Tender and submitted their bid subject to the same.
- 5.4 The Seller reserved their right to reject a bid without assigning any reason whatsoever.
- 5.5 The Seller shall not be liable for non-performance of any contract either wholly or in part or for any delay in performance resulting from or due to any cause beyond their control including but not limited to fire, strike, go slow, lock-out, closure, dispute with workmen, uncertain and unstable labour situations, war, riot, civil commotion, pestilent epidemic, floods, accidents, damage or accident to machinery, shortage of weapons, shortage of labour, Government or railway restrictions, act of God or any circumstances beyond their control.
- 5.6 All notices and communication shall be deemed to have received by a bidder if posted or hand delivered to the address given in the tender. Besides postal address, it is necessary to provide contact Telephone no., Fax and / or Cell no. with person's name authorized to receive communication.
- 5.7 The Seller shall not liable for or be bound in any manner for any representation or statement which are not contained in these terms and conditions of the sale or are contrary and inconsistent therewith purported to have been made by the Vendor.
- 5.8 The sale shall be subject to the exclusive jurisdiction for Courts in Chennai only.

6.0 **TERMINATION OF CONTRACT**

- 6.1 The seller reserves the right it its discretion to terminate the contract at any time.

7.0 **DISCLAIMER BY SELLER**

- 7.1 The goods offered for sale are damaged by Flood Water.
- 7.2 The Seller makes no representation or warranty, express or implied, including fitness neither of goods nor of its use for any particular purpose. Under no circumstances shall the seller be liable for incidental, consequential, direct or indirect damages for alleged negligence, breach of warranty, sprit liability, tort, contract or for any reason whatsoever arising in connection with the goods.
- 7.3 The user must test the goods for the intended condition of use.
- 7.4 The validity of this disclaimer shall be a continuing one and any seller of the goods or part thereof shall always be bound to disclose the same to any subsequent purchaser.

8.0 **INSPECTION OF GOODS BY BIDDERS**

- 8.1 The Seller has made the following arrangements for inspection of the goods.
- 8.2 The prospective bidder shall be required to get in touch with the following persons on any day between 10 AM to 5 PM. The authorized representative of the Vendor shall accompany the intended bidder for inspection of the damaged goods.

Person to be contacted

Shri. S. Santhimanan, JDT/HOO
NIMI, CTI Campus, Guindy,
Chennai- 600 032.
Contract No.044-22500256,22500248,
Mobile No.9445070655.

Shri. K. Srinivasa Rao, JDT
NIMI, CTI Campus, Guindy,
Chennai- 600 032.
Contract No. 044-22500657
Mobile No.9840249646

- 8.3 The bidder shall be allowed to inspect the salvage goods only after purchase of tender document and must carry the same at the time of inspection only. One inspection shall be allowed to each bidder.
- 8.4. Inspection will be permitted between 10am to 5pm on working day from 25.05.2016 to 09.06.2016.
- 8.5 In case of any dispute, decision of surveyor will be binding to both the seller and the buyer.

OFFER AND DECLARATION TO BE SIGNED BY TENDERER

We are pleased to submit our offer for purchase of said goods as under:

We are enclosing herewith Demand Draft/Banker's Cheque Drawn on

Having serial no Dated for an amount of Rs.

(In words) Equal to 10% of EMD

amount of our offer at Rs. (In words

I/ we have read and acquainted myself/ourselves with the terms and conditions of sale.

I/We agree to the terms and conditions Unconditionally and have submitted this offer accordingly.

Entire Tender Form duly signed on each page is submitted herewith.

NAME:

ADDRESS:

PHONE:-

FAX:-

Cell Phone No:-

Signature of Tenderer:

Name and Designation of person Signing:

SALE ON AS IS WHERE IS BASIS FOR DAMAGED ITEMS

Sealed tender are invited from prospective buyers for disposal of the items on as is where is basis for the damaged materials lying NIMI office

Sl No.	Description of items	Quantity	Location
Lot No.1	1.TNPL Printing Maplitho paper - 80Gsm. Size: 61 x 86cms.	240 Ream	NIMI Office (RDAT Building & NIMI New Building)
	2. White Pulp Board-185Gsm. Size: 22x 28"	16200 sheets	NIMI Office (RDAT Building, & NIMI New Building)
	3 TNPL Copier paper A4	370 Ream	NIMI Office (RDAT Building)
	3 TNPL Copier paper A3	50 Ream	NIMI Office (RDAT Building)
Lot No.2	1.TNPL Printing Maplitho paper - 80Gsm. Size: 61 x 86cms.	810Ream	NIMI Printing section Unit-II (CTI Hostel Campus)
	Printing folded and gathering book	25 reams	NIMI Printing section Unit-II (CTI Hostel Campus)
Lot No.3	1. Printed Books	2,41,035 Books	NIMI Office (RDAT Building & NIMI Staff Quarters).

For tender documents and terms and conditions, same can be obtained at site or from the above offices in person on payment of Rs.100/- in Cash or DD. Inspection at site from 10AM to 5.00 PM between 25.05.2016 to 09.06.2016.