

**THE STATE TRADING CORPORATION OF INDIA LIMITED,
(KOLKATA BRANCH)**

**E-Tender for Appointment of Surveyor & Valuer for Stocks Lying at
Balgopalpur and Jajpur (Odisha).**

Tender Number: STC/KOL/ET4/SRV4/2017-18

Bid issue and filing site	: www.eprocure.gov.in/eprocure/app
E-Bid start Date/Time	: 01-12-2017 at <u>11:00 hrs (IST)</u>
E-Bid closing Date/Time	: 27-12-2017 at <u>15:00 hours (IST)</u>
e-Bid Opening Date/Time	: 27-12-2017 at <u>15:30 Hours (IST)</u>
(Opening of Technical Bid documents)	
Opening Time/Date	: (Opening of Commercial/Price Bid of applicants
who qualifies through the Technical Bid)	

The State Trading Corporation of India Limited is a Government of India Enterprise under the administrative control of Ministry of Commerce & Industry, Government of India. STC has been dealing in import and export of diverse range of items through its network of offices located in major cities and ports all over India.

STC intends to appoint reputed independent third party surveyor & valuer to conduct thorough quality and quantity survey of stocks lying at Balgopalpur and Jajpur (Odisha). STC hereby invites applications on Company's letter head on following terms and conditions :-

- 1. Scope of Work:** The scope of work shall include determination of quality showing all major specifications, quantity, current market value of-LAM Coke and Chrome Ore Lumps lying at Balgopalpur (Odisha) and Chrome Ore lying at Jajpur (Odisha). Refer : Annexure-A.
- 2. Qualification:** The applicant should be :-
 - a. Having laboratories/ offices/ presence in major cities in India.
 - b. Having own inspection and quality analysis laboratories. All the laboratories must be fully accredited (ISO standards) by concerned Accreditation associations/bodies.
 - c. The applicant should not have been blacklisted / banned for participation in any Empanelment/Tender intended by Government or by any Government Undertaking in India for inspection valuation or for any other work. The applicant shall have to submit an undertaking on non-judicial stamp paper of INR 100 to this effect at the time of application.

Applicants have to submit documentary evidence in support of all above. Refer: Annexure-B.

3. Those submitted their bids against limited e-tender no. STC/KOLET3/SRV3/2017-18 dated 09/11/2017 is not qualified to participate.
4. **Submission of Bid:** Bids are to be uploaded on www.eprocure.gov.in/eprocure/app as per two parts bid process i.e. Part – I (Technical Bid) Refer: Annexure-B and Annexure-D and Part – II (Commercial/Price Bid) Refer: Annexure-C on applicant's letter-head. Documents to be signed by authorized representative of applicant.
5. **Bid Security:** Applicants shall submit Bid money of INR 50,000/- (Rupees Fifty thousand only) in the form of Demand Draft favouring "The State Trading Corporation of India Ltd." payable at Kolkata. The Bid money shall be converted into a Performance Security amount (EMD) on award of the contract and shall remain with STC initially for 12 months (then depending upon renewal of the contract) from the date of commencement of the contract. Original Demand Draft physically by post, must reach STC before closure of the tender. No interest will be paid on EMD amount. The details of financial instruments entered during e-bid submission should tally with those submitted physically.
6. **Inspection Charges:** Applicants to quote their lowest rates on Lump sum basis for carrying out quality, quantity analysis and determination of current market value of said stocks for each visit to both locations. Refer: Annexure-C.

As per the policy of the Corporation, the survey and valuation work of the stock to be undertaken every 45 days. However, STC does not guarantee number of works related to survey and valuation. Hence, prospective bidder is to submit quotes per single visit.

7. **Validity of Offers:** Offers to be kept valid till 31-01-2018 (15:00 hours IST) for acceptance failing which they may be liable for rejection and can be extended at STC's discretion.
8. **Term of Appointment:** Appointment would be initially for one year and extendable for another year at the discretion of STC subject to satisfactory performance and for the specific work allotment as per the scope of work. Award of this tender does not imply empanelment with STC.
9. **Payment :** Payment of inspection charges (details mentioned at point no.5 above) will be made by STC after presentation of requisite documents viz. Invoices in triplicate along with originals of Certificate of Quality, Certificate of Quantity and Certificate of value, Refer: Annexure-A.

10. General / Other Terms and Conditions:

- a. Technical bid and commercial/price bid must be uploaded separately by the applicant on www.eprocure.gov.in/eprocure/app. **No bids shall be accepted in hard copy or in any other form.**
- b. For submission of e-bids, bidders are required to get themselves registered with NIC's Central Public Procurement (CPP) Portal (<http://eprocure.gov.in/eprocure>) using Class-II / Class-III Digital Signature Certificate. All the details mentioned during registration / enrolment process should be correct / true. Bidders have to abide by all the terms & conditions mentioned during registration process.
- c. The bidders are required to upload soft copies of all the relevant documents.
- d. Bidders are advised in their own interest to submit the online bids well before the bid submission end date & time (as per Server System Clock of CPP). STC will not be responsible for any delay or the difficulties encountered during the submission of bids at the eleventh hour due to any technical or other problems.
- e. For any queries relating to the process of online bid submission or queries relating to CPP Portal (www.eprocure.gov.in/eprocure/app), bidders may contact CPP Portal Helpdesk on Tel Nos.: 0120-4200452, 0120-4001002; Mob : 91 8826246593; E.Mail : support-eproc@nic.in; cphp-doe@nic.in
- f. If technical bid is rejected, then commercial/price bid will not be considered.
- g. The reports should be accurate enabling STC to ascertain / reconfirm the quantity, quality and value of each and every item; and arrive at the actual condition and value of the stocks pledged to STC as security.
- h. Inspection Agency will be required to ensure that inspection certificates reach STC within maximum 30 days of issue of letter of appointment.
- i. Incomplete applications are liable to be rejected.
- j. STC does not commit for any assured business and it shall be at STC's discretion to appoint any Inspection agency at any/all location(s).
- k. TDS or any other applicable taxes shall be deducted as per statutory requirement.
- l. No legal relations are intended to come into effect through this tender.
- m. Bid received through fax / email / post would be rejected.
- n. STC reserves the right to:
 - Issue written amendments to this tender, including varying the specified requirements;
 - Suspend or cancel this appointment process, in whole or in part, at any stage prior to completion of contract negotiations, without incurring any liability;
 - Accept or decline any or all responses;
 - Not to give any reason for any rejection of any respondent or response, or for any suspension or cancellation of this appointment process;
 - Select or shortlist of any number of responses on any basis and enter into negotiations with any shortlisted applicants;
 - Alter any date or time in the process;
 - Call for any additional documents from the bidders, if required.
- o. Mere participation in the tendering process does not guarantee award of tender.

11. Indemnity:

- a. In case of any breach of terms and conditions or for any misconduct the applicant will indemnify STC of all legal/other obligations of its professionals/employees involved for performance of service under this tender.
- b. For submission of e-bids, bidders are required to get themselves registered with NIC's Central Public Procurement (CPP) Portal (<http://eprocure.gov.in/eprocure>) using Class-II / Class-III Digital Signature Certificate. All the details mentioned during registration / enrolment process should be correct / true. Bidders have to abide by all the terms & conditions mentioned during registration process.
- c. STC also stand absolved of any liability on account of fraud or breach of trust caused by the applicant or its employees engaged for the performance of services and also for any damages or compensation due to any dispute between the applicant and its employees.
- d. STC shall also be indemnified from any act or any factual concealment causing thereby damages or any legal proceedings against STC by any third party or by applicant or its employees.
- e. The Applicant also undertakes to keep STC harmless and indemnified from any loss or costs resultant from any decree obtained against the agency having tendency to be enforced against the STC. Also the STC shall be indemnified, from any consequential action taken by STC in order to protect its interest or in order to defend any suit or legal action for itself or for and on behalf of agency to the extent of cost/legal expenses/interest imposed upon.

12. Law and Jurisdiction:

This tender will be governed by the laws and procedures established by the Govt. of India, within the framework of applicable legislation and enactment made from time to time. All the legal disputes between parties shall be adjudicated/resolved or be filed before the courts/tribunals/forums situated at **Kolkata** which shall have the exclusive jurisdiction, to such disputes.

13. Confidentiality:

The terms and conditions of this tender and all information provided by a party to another under or in relation to the affairs of the party providing such information or any of its employee/affiliates shall be confidential information. Confidential information shall not include information: (i) which is publically available at the time of its disclosure or provision of the party first providing it; (ii) which is or becomes part of the public domain through no fault of the party receiving such information; (iii) which is lawfully received from a third party without any breach of a confidentiality relationship with the party disclosing such information; and (iv) which was already known by the party receiving such information (as can be demonstrated by the recipient party's written records or other reasonable evidence).

All the information which is treated as confidential shall be treated in accordance with the laws of India including Right to Information Act 2005.

14. Sub-Contracting:

“No sub-contracting by the applicants shall be accepted. Any subcontracting shall be treated as breach of terms and condition of this tender/appointment letter, and on the consequences the bid security deposit, shall be forfeited in addition to right of termination of the contractual relations with such applicants at their cost and risk and at the sole discretion of STC.”

PREREQUISITE INSTRUCTION FOR BIDDERS

Instruction for Electronic Submission of Bids.

1. Bids against this tender shall be received only electronically through the e-procurement Portal of NIC (www.eprocure.gov.in/eprocure/app). No bids shall be accepted in hard copy or in any other form.
2. For submission of e-bids, bidders are required to get themselves registered with NIC's Central Public Procurement (CPP) Portal (www.eprocure.gov.in/eprocure/app) using Class-II / Class-III Digital Signature Certificate. All the details mentioned during registration / enrollment process should be correct / true. Bidders have to abide by all the terms & conditions mentioned during registration process.
3. Any financial instruments such as, Tender Fees, Earnest Money Deposit (EMD) (wherever applicable) and which is required to be submitted in the desired form eg.: Bank Guarantee / Banker's Cheque / Demand Draft (in the matter prescribed in the tender document), must reach STC before closure of the tender. The details of financial instruments entered during e-bid submission should tally with those submitted physically.
4. The bidders are required to upload soft copies of all the relevant documents.
5. Bidders are advised in their own interest to submit the online bids well before the bid submission end date & time (as per Server System Clock of CPP). STC will not be responsible for any delay or the difficulties encountered during the submission of bids at the eleventh hour due to any technical or other problems.
6. For any queries relating to the process of online bid submission or queries relating to CPP Portal (www.eprocure.gov.in/eprocure/app), bidders may contact CPP Portal Helpdesk on Telephone Nos.: Tel : **0120-4200462, 0120-4001002, Mobile : 91 8826246593, E.Mail : support-eproc@nic.in; cphp-doe@nic.in**

**ANNEXURE – A (REPORT FORMAT)
(ON APPLICANT’S LETTER-HEAD)**

Format for Quantity Report:

Location of Stock	Product	Quantity (in MTs)
Balgopalpur(Odisha)	LAM Coke	
	Chrome ore lumps	
Kaliapani mines, Jajpur(Odisha)	Chrome ore	

Format for Quality Report:

Location of Stock	Product	Parameters	Specification
Balgopalpur(Odisha)	LAM Coke	Moisture%	
		Ash % (Dry Basis)	
		VM %(Dry Basis)	
		FC% (Dry Basis)	
		Sulphur %	
		M-40	
		M-10	
		CRI	
		CSR	
		Mean Size (in mm)	
		+80 mm	
		-25 mm	
		GCV K. Cal/Kg (Dry Basis)	
		Grade	
	Others (please specify)		
	Chrome ore lumps	Moisture%	
		Cr ₂ O ₃ %	
		SiO ₂ %	
		Al ₂ O ₃ %	
		CaO %	

		MgO%	
		Phosphorus%	
		Sulphur%	
		Fe%	
		Cr:Fe	
		Size (in mm)	
		Grade	
		Others (please specify)	
Kaliapani mines, Jajpur(Odisha)	Chrome ore	Moisture%	
		Cr₂O₃ %	
		SiO₂%	
		Al₂O₃%	
		CaO %	
		MgO%	
		Phosphorus%	
		Sulphur%	
		Fe%	
		Cr:Fe	
		Size (in mm)	
		Grade	
Others (please specify)			

Format for Valuation Report:

Location of Stock	Product	Quantity (in MTs)	Rate per MT (in INR)	Value (in INR)
Balgopalpur(Odisha)	LAM Coke			
	Chrome ore lumps			
Kaliapani Chromite Mines, Jajpur(Odisha)	Chrome ore			

Declaration: This is to certify that above quantity, quality and value have been arrived on the basis of fresh composite samples drawn by us out of above stocks for the specific purpose for STC and to ascertain the condition/quality/quantity of the stocks and also to determine current market value of the stocks.

ANNEXURE-B

(ON APPLICANT'S LETTER-HEAD)

PART – I (TECHNICAL BID)

REF. NO. : STC/KOL _____ /2017-18 dated _____

Appl. Ref. No. _____

Date _____

1. Name of Applicant : _____
Address : _____
Contact Person Name : _____
Telephone No: _____ Fax No. _____
E-mail ID: _____
2. Details of inspection and quality analysis laboratories, their locations and equivalent available for each location for which services are being offered (*please enclose supporting documents*):

3. Details of corporate clients for whom inspection services have been carried out (*please enclose certified completion report*):

4. Demand Draft of INR _____ towards Bid Security enclosed: _____ (Y / N)
5. Validity of offer up to _____ hours IST of _____ : _____ (Y / N)
6. Copy of PAN CARD _____ : _____ (Y / N)
7. Undertaking on not being blacklisted/ banned by Government or by any Government Undertaking in India for inspection as per Annexure-D.
8. Acceptance to the terms and conditions of STC's Tender for Appointment of Surveyor / Valuer (each page duly signed and stamped) enclosed: _____ Y/N
(If no please specify) _____ Y / N

(Offers with deviations are liable to be rejected at sole discretion of STC)

We have carefully gone through all the terms and conditions of this document and hereby agree to abide by the same without any condition/deviation.

Name & Signature of the Applicant
With Seal of Designation

Place:

Date:

**ANNEXURE –C
(ON APPLICANT’S LETTER-HEAD)**

**Part – II (COMMERCIAL/PRICE BID)
Format for Quoting Charges for Inspection on Lumpsum basis.**

REF. NO. : STC/KOL _____ /2017-18 dated _____

Appl. Ref. No. _____

Date _____

1. Name of Applicant : _____
Address : _____
Contact Person Name : _____
Telephone No: _____ Fax No. _____ E-mail ID: _____
2. Charges **on Lump sum basis** (with breakup of the fees in two parts: a) Lumpsum fees and b) applicable tax {if any, along with rate of tax applied}) for carrying out quality, quantity analysis and determination of current market value of said stocks:

Location of Stock	Product	Charges (in INR) for single visit to both the locations
Balgopalpur(Odisha) and Kaliapani Chromite Mines, Jajpur(Odisha)	LAM Coke, Chrome ore lumps and Chrome ore	

Name & Signature of the Applicant
With Seal of Designation

Place:

Date:

ANNEXURE-D
(ON NON-JUDICIAL STAMP PAPER OF INR 100)

To
M/s State Trading Corporation of India Limited,
NILHAT HOUSE,
11, R. N. MUKHERJEE ROAD, 9th Floor,
Kolkata-700001

REF. NO. : ST/KOL/_____/2017-18 dated _____

Subject: Tender for Appointment of Surveyor/Valuer for stocks lying at Balgopalpur and Jajpur (Odisha)

Dear Sir,

We, _____(Name of the Organisation), hereby confirm and acknowledge that we have not been blacklisted/banned for participation in any Empanelment/Tender intended by Government of India or by any Government Undertaking in India for carrying out Inspection Agency's jobs or for any other work.

Thanking You

Yours faithfully
(Name and Signature of the Authorized Person)