



दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड

(भारत सरकार का उपक्रम)

THE NEW INDIA ASSURANCE COMPANY LTD.

(Govt. of India Undertaking)

पंजीकृत एवं प्रधान कार्यालय : न्यू इन्डिया एश्योरन्स बिल्डिंग, 87, महात्मा गांधी मार्ग, फोर्ट, मुंबई - 400 001.

Regd. & Head Office : New India Assurance Bldg., 87, M.G. Road, Fort, Mumbai - 400 001.

CIN No. L66000MH1919GOI000526



Phone : 022 2270 8100
022 2270 8400

Website : www.newindia.co.in

TENDER NOTICE

Ref: 23/Estb/HO/2023-24

Date: 22nd Nov 2023

Subject: Inviting Quotations for Sale of Condemned Material (Scrap Items) at Mayfair Complex, Malbar Hill, Mumbai-06

The New India Assurance Co. Ltd. (NIA) intends to sell the miscellaneous condemned articles (Scrap Items) on "as is where is" basis, lying at Mayfair Complex, Little Gibbs Road, Malabar Hill, Mumbai-400006. Sealed quotations are invited from the interested parties for the sale of scrap materials. Interested parties can drop their bids in the drop box titled 'Tender for Sale of Condemned Material/ Scrap Items at NIA H.O. The box shall be kept at 6th floor, Estate & Establishment Department, New India Assurance Building, 87 MG Road, Fort, Mumbai – 400 001 and bidders are required to drop their submissions in a sealed envelope at the said location.

(I) Schedule of Work

S. No.	Description	Timeline
(i)	Name of Work	Sale of Condemned Material at Mayfair Complex (Scrap Items)
(ii)	Last Date of Submission of Quotation	Monday 11 th Dec 2023 up-to 3.00 P.M.
(iii)	Opening of Quotations	Tuesday 12 th Dec 2023 @ 11.30 A.M. At 6 th floor, Estate & Establishment, New India Assurance Building 87 MG Road fort Mumbai 400001
(iv)	Address for Submission of Quotations	Chief Manager (Estate & Establishment) New India Assurance Building 87 MG Road, Fort Mumbai – 400 001 Tel.: 022-22708504
(v)	Time Period for Completion of Work	Within 10 days from the date of award of work

Note: Notice for amendment if any, shall be hosted on our website <https://www.newindia.co.in/portal/TenderNotice>

Handwritten signature/initials.



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Contact Person: In case of any query, you may contact any of the following officials:

- 1) Shri Nitin Thakur (Administrative Officer), 6th floor, Estate & Establishment, Head Office
Mobile : 9820892606
- 2) Mr. Hanuman, Mayfair Complex, Malabar Hill, Mumbai Mobile no - 8828550036

Vinay
(CHIEF MANAGER)
ESTATE, ESTABLISHMENT & PROPERTY CELL

The list of items to be sold in scrap are as under:

Sr. No	DESCRIPTION	QUANTITY	
1	Metal Scrap	100 Kgs.	
Ground floor			
1	Bath Tub	01 PCS	
2	Wooden Cupboard	09 PCS	
3	Sofa Chair	01 PCS	
4	Sleeping Mattress	02 PCS	
5	Wooden Scrap	02 Kgs.	
6	Metal Scrap	30 Kgs.	
Building Ground floor			
1	Office Cupboard	05 PCS	
2	Office Table	02 PCS	
3	Computer Table	02 PCS	
4	Chair	01 PCS	
5	Wooden door	02 PCS	
6	Wooden Scrap	20 Kgs.	
7	Wooden Cupboard	01 PCS	
8	Stand Fan	03 PCS	
9	Air Conditioner	01 PCS	
10	Mandni	01 PCS	
11	Metal Scrap	10 Kgs.	
12	Aaro filter	02 PCS	
13	Cloth	02 PCS	
14	Sleeping Mattress	04 PCS	
15	Cable wire	30 mtr	
16	Office Table	03 PCS	



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17	Office Chair	02 PCS	
18	Window curtain	06 PCS	
19	Wooden Scrap	10 Kgs.	
20	Metal Scrap	30 Kgs	
21	Metal Grill	01 PCS	
22	Flooring tiles	07 PCS	
23	Window curtain small	50 PCS	
24	Window curtain Large	50 PCS	

Gym Ground floor Room no-2			
1	Washing Machine	01 PCS	
2	Electric Oven	01 PCS	
3	Double Bad	01 PCS	
4	Wooden Table	02 PCS	
5	Chair	01 PCS	
6	Single bed	04 PCS	
7	Cabet	01 PCS	
8	LG Air Conditioner	01 PCS	
9	Filter Small	02 PCS	
10	Oven Small	01 PCS	
11	TV Sony Smart TV	01 PCS	
12	Office Table	01 PCS	
13	Sofa Chair double Sit	02 PCS	
14	Metral Scrap	10 KGS	
15	Window Glass	01 PCS	
16	Exhaust Fan	05 PCS	
17	AC Voltas	02 PCS	
18	AC Inner part	02 PCS	
19	Mandni	01 PCS	
20	Geyser	01 PCS	
21	Office Chair	02 PCS	
22	Metal Scrap	10 KGS	
23	Wooden Drawer	02PCS	

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Gym Go_down Room 3			
1	Geysar	05 PCS	
2	Ceiling Fan	16 PCS	
3	Kitchen Hood	02 PCS	
4	Ceiling Light	08 PCS	
5	Tube light Set Full	07 PCS	
6	Plastics Scrap	1/2 kgs.	
7	Sofa	01 PCS	
8	Chair	01 PCS	
9	AC Voluts	04 PCS	
10	Shidi	01 PCS	
11	Light Board	01 PCS	
12	TV Old Model	01 PCS	
13	LG TV 108 CM	02 PCS	
14	Washing Machine	01 PCS	
15	Cotton Scrap	01 PCS	

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(II) TERMS & CONDITIONS

1. Procedure For Submission of Bid

- 1.1 The quotations shall be submitted in a sealed cover duly stamped and super-scribed on top of the envelope '**Sale of Scrap/Condemned Material at Mayfair Complex**'. The bids can be dropped in the Tender Box kept at Ground Floor or 6th floor, estate & establishment, New India assurance building 87 MG Road fort Mumbai 01 or the same may be sent through 'Speed Post/Registered Post/By Courier; however New India takes no responsibility for any postal delay. Bids sent through email/Fax/Telex will not be entertained. Once the tender is submitted no withdrawal will be allowed.
- 1.2 Bid should be submitted in the prescribed form given at the end of this document. Incomplete bids shall be rejected summarily.
- 1.3 No Bid (s) submitted or received by post after the specified date and time shall be accepted or be eligible for consideration.
- 1.4 In the event of office remaining closed on the date of opening of the bids for any unforeseen reason, the quotations shall be received and opened on the next working date.
- 1.5 Bidder should sign on all the pages of this document.

2. Reserve Price: There shall be a reserve Price of the lot of Scrap materials which shall be decided by NIACL. The reserve price shall be disclosed to the bidders present prior to the scheduled opening of the bids. A bidder, who quotes lower than the reserve price, will not be considered for award of sale contract.

3. Quality & Quantity of Material

- 3.1 The goods are offered purely on '**AS IS WHERE IS**' basis. Pick and choose method of collection is strictly prohibited.
- 3.2 **The Scrap material is sold on LOT basis. The entire material lying in the lot will have to be lifted by the purchaser so as to clear the entire lot at a time.**

4. Acceptance of Offer

- 4.1 NIACL reserves the right to accept or reject highest bid without assigning any reason and may sell the material to one or more than one tenderer as it may deem fit and no claim / complaint in this regard from the highest bidder will be entertained.
- 4.2 The successful bidder will be intimated about acceptance of their offer telephonically/Email.
- 4.3 The tenderer should return the duplicate copy of the Sale Order duly signed and stamped as token of acceptance.

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5. Payment Terms

5.1 **The bidder should remit the sale proceeds (full quoted value) plus applicable taxes in the form of Demand Draft in favour of "The New India Assurance Company Limited", payable at Mumbai along with quotation.(At the time of submission of offer)**

5.2 In case of default in payment above, the contract automatically stands cancelled.

5.3 NIACL reserves the right to accept or not to accept payment beyond the specified time limit.

6. Lifting Period & Default in Delivery

6.1 Entire Quantity has to be lifted **within 10 days** strictly as per Delivery Advice, which will be issued by NIACL upon realisation of the Demand Draft submitted by the successful bidder (buyer). Any delay in taking Delivery of materials beyond the specified period may attract **ground rent @ 1%** of the reserved price of NIACL per day basis or may lead to termination of the Sale Order/Work Order.

6.2 NIACL reserves the right to allow or not to allow the buyer to lift the materials with or without the Ground Rent after the expiry of stipulated delivery period.

6.3 In the event of the material not lifted by the buyer in entirety the contract stands automatically cancelled thereby forfeiting the sale proceeds deposited by the bidder.

6.4 Use of Company's Lift is strictly prohibited while moving the goods to ground floor.

7. Collection & Disposal/Recycling of Material

7.1 Lifting of all scrap from "as is where is" basis will be the total and complete risk and responsibility of scrap purchaser only.

7.2 The buyer should follow the procedure of NIACL with regard to entry of vehicle, issue of material in force at the time of taking delivery. Cost of segregation / cutting / bundling / loading / unloading /transportation etc. of scrap materials are to be borne by the buyer (s).

7.3 All statutory requirements including environment, health, safety and labour enactments should be strictly followed in respect of persons employed by the buyer(s).

7.4 The buyer shall be solely responsible for proper disposal/recycling of the items by fulfilling the prevalent Environment Laws/compliances.

7.5 The buyer's representatives, workers, lorry drivers and others will have to strictly observe the working hours and regulations regarding the discipline and security while they are inside the premises of NIACL. Any violation of the regulation regarding discipline and security may lead to forfeiture of Security Money and termination of the contract by NIACL at her discretion.

7.6 The selected bidder must not indulge in any corrupt or unlawful practice while executing the work. If any such case is reported and established, NIACL will have full rights to forfeit the offer Money and cancel the contract.

7.7 The selected bidder will be allowed to take delivery of items during office hour of NIACL Ltd., Mumbai with prior intimation.

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8. Arbitration: All dispute and difference whatsoever arising between the parties out of or relating to the construction meaning and operation or effect of the contract or on the breach thereof shall be referred to the Chief Manager, Estate & Establishment NIACL or his/her nominees who will act as the sole arbitrator.
9. General Terms & Conditions
- 9.1 During evaluation of the bids, NIACL may, at its discretion, ask the Bidder for clarification of his/her bid.
- 9.2 Incomplete and conditional offers are liable for rejection.
- 9.3 No bidder shall contact any official of NIACL on any matter relating to his/her bid from the time of the bid opening to the time the issue of work order. All bidders are strongly advised to furnish all material information in the bid itself.
- 9.4 NIACL reserves the right to withdraw from Sale the material offered for sale in full or part thereof without assigning any reason whatsoever. NIACL also retains the option to cancel a deal even after issue of Sale Contract / Delivery Advice.
- 9.5 In the event of any dispute with regard to applicable taxes or any other statutory levies the matter has to be taken up directly with the concerned Authorities by the purchaser.
- 9.6 Intending bidder may seek for any clarification before tendering, submission of offer implies the tenderer has obtained all clarification required.
- 9.7 The bidder must sign each and every page of the General Terms & Condition and schedules to the tender which form an integral part of the Tender.
- 9.8 Unless otherwise specified the rates will be considered as basic rate without taxes & duties which will be extra as would be applicable on the date of delivery.
- 9.9 In all the cases, the rates should be quoted both in words and figures. Any alteration and / or overwriting should be duly authenticated by the tenderer's signature.
- 9.10 NIACL shall have the right to withdraw / cancel / issue amend to the Tender Document to clarify amend, modify supplement or delete any of the condition clause stated in the tender, for which bidder shall not be entitled to claim any cost, expenses in connection with submission of offer.
- 9.11 All kinds of legal proceedings in any matter arising out of the Contract shall be subject to the jurisdiction of the appropriate legal court at Mumbai.
10. Goods & Services Tax (or Any Other Prevailing Tax): Taxes including excise duties if any, as applicable shall be extra as mentioned above. Any change in the structure shall be construed based on the date of disposal and the same will have to be paid extra as applicable by the buyer.

DECLARATION

I/ we have fully understood the above Terms & Conditions of the Tender which are returned herewith duly signed by me / us as token of having accepted the same and I / We have made our offer keeping in view these Terms & Conditions.

Signature of the Tenderer

Full Name and Seal with Place & Date:

(III) SEALED TENDER

COMMERCIAL BID FOR THE SALE OF SCRAP MATERIALS

(In Firm's/Company's/Buyer's Letter Head)

From (Company/Firm/Buyer Address):

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.....
.....

To

The Chief Manager (Estate & Establishment)
NIACL Ltd.,
87 MG Road, Fort, Mumbai- - 400 001

With reference to above Tender Notice (Ref: 23/Estb/HO/2023-24 dated 22.11.2023), I/ We (Name and Address of the Firm/ Tenderer) offer our rate/price as mentioned below:

Price Bid Table

Price Offered (in Rupees)	
Taxes (in Rupees)	
Total Price Offered including taxes	(in Figures) Rs.
	(in Words) Rupees

Place :

Dated:

Signature of the Tenderer with Seal of the Firm/Company

Note: Contract will be awarded to the bidder quoting the highest offer price, subject to the condition that the offer price is higher than the reserve price as mentioned in II (2) of Terms and conditions.