



केंद्रीय पेट्रोसायन अभियांत्रिकी एवं प्रौद्योगिकी संस्थान - सी.एस.टी.एस.गुवाहाटी
रसायन और पेट्रो रसायन विभाग, रसायन और उर्वरक मंत्रालय, भारत सरकार

एनएच - 31 चांगसारी, जिला- कामरूप, असम - 781101

फ़ोन: 0361-2910477/ 7099089301/9854985313 ईमेल: guwahati@cipet.gov.in

CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY-CSTS, GUWAHATI Department of

Chemicals and Petrochemicals, Ministry of Chemicals & Fertilizers, Govt. of India

NH – 31, Changsari, Dist- Kamrup, Assam - 781101

Phone : 0361-2910477/ 7099089301/9854985313, Email ID : guwahati@cipet.gov.in

TENDER DOCUMENTS FOR SALE OF PLASTICS / PAPER AND METAL SCRAP

Opening Date: 21.08.2023

Closing Date: 11.09.2023 (at 4.00 P.M)

Place: CIPET :CSTS – Guwahati
Changsari, Kamrup
Assam - 781101



CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY-CSTS, GUWAHATI

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CIPET/GHY/SCRAPSALE/2023-14/

Date: 16.08.2023

TENDER FOR SALE OF SCRAP

Sealed quotations are invited from interested parties for lifting of **Scrap Materials** on “As and Where is basis”.

Interested bidders may submit their quotation on or before **11.09.2023** at **4.00 pm** to the above address. The tender document are to be collected from CIPET:CSTS Guwahati, Changsari, Assam – 781101 or can be download from CIPET web site www.cipet.gov.in from 21.08.2023 during office hour 09.00 A.M to 5.30 P.M.

Principal Director & Head, CIPET-CSTS Guwahati reserves the right to accept or reject any/all quotations without assigning any reasons thereof.

Principal Director & Head

Terms & Conditions

1. Tenders should be sealed and addressed to the Principal Director and Head, CIPET:CSTS – Guwahati, PO – Changsari, Dist : - Kamrup, PIN – 781101 super scribing the envelope “**TENDER DOCUMENTS FOR SALE OF PLASTICS / PAPER AND METAL SCRAP**” so as to reach this office not later than **11.09.2023** till **4.00 P.M.** The tenders will be opened on the same day i.e **11.09.2023** at **4:30.00 P.M** in the presence of the attending tenderers or their authorized representatives.
2. The tenderers are required to submit their offer in two parts separately in sealed covers and both the sealed cover should be sealed in a single envelope. The first part shall consist of details of firms. The tenderers should note that they are not required to disclose their quoted price in the first part. The second part shall consists of tender document issued to them and offer of rates in the appendix. EMD shall not be accepted in the form of cheques issued by individual firm and such tender should be deemed as cancelled.
3. Each page of the tender documents is required to be signed by the tenderer. The tender documents must be filled in English. If any of the documents are missing or unsigned, the tender may be considered as invalid. Overwriting of figures is not permissible.
4. The tenderer whose tender has been accepted have to deposit the Security deposit for the cost of scrap through RTGS/NEFT/ Internet Banking/ DD/ Bankers cheque within 03 days of the acceptance of tender. The DD/ Bankers cheque shall be drawn in favour of CIPET Guwahati payable at Guwahati. The security deposit shall be adjusted against billing price of this scrap at the end.
5. The successful tenderer has to lift the materials within 10 days after payment through DD/Bankers cheque . In case they fail to lift the materials within 10 days , their tender shall be cancelled and EMD and Security deposit paid by them shall be forfeited.
6. Al the materials has to be lifted in the presence and as per instructions of the authorized person(s) of the institute and gate pass for the same may be issued. The security person on duty of the gate of the institute will have all the obsolete authority to check and stop transporting the materials in case of any doubt on checking / inspection. The Center Head , CIPET : CSTS – Guwahati will take the final decisions in all cases of disputes
7. The purchaser has to arrange their own labour and transport for lifting of the materials and has to inform CIPET Management one working day before their intent to lift the scrap.
8. The acceptance of the tender will be based on the highest rate quoted or each item. CIPET Management shall have the right to cancel the tender in case proper rates are not received . In such cases the EMD shall be refunded to the tenderers.

9. The tender shall be accepted on the basis of highest offered rates by the tenderers for each items. In case equal rates are received for a item , the item will be offered to the tenderers who has offered the highest rate in other items. If there is no tenderers who has offered the highest rates in other items, the materials will be splitted between the bidders equally. However a bidder may withdraw his case in favour of the other bidder. In this respect, the decision of CIPET Management will be final and binding on tenderers.
10. The scrap shall be weighted at the expenses of the tenderers in the presence of the CIPET representatives or the identified items only.
11. If there is any loss to the property of CIPET while lifting the scrap, the purchaser has to compensate this loss.
12. Applicable taxes shall be extra on the selling price.
13. CIPET reserves the right to cancel any or all the items without assigning any reasons and the decision of management shall be final and binding in all the cases. In such case the EMD shall be returned to the tenderers.

Annexure - B

CONDITION OF SALE:

1. The tenderer is free to inspect the scrap and its present condition before submission of their offer. The scrap now available for sale can be inspected on specified dates and timings as indicated in the EOI Notice with prior permission from the officer in charge.
2. In case of taking weight of the items at the time of delivery, the weight will be ascertained in the Weigh Bridge to be arranged by the bidder before a committee. The successful bidder shall remit the cost of the Scrap and applicable taxes as prescribed in the Sale Order before taking delivery of the items from CIPET:CSTS Guwahati.
3. The successful bidder is required to remove the items from CIPET: CSTS Guwahati premises as prescribed in the Sale Order at his cost and responsibility.
4. Sale will be based on actual quantity available. No claim for variation in quantities will be entertained. Photographs of the lots will be taken and kept for record.
5. The tenderer will not be permitted to sort out the materials. However, if any of the item which CIPET:CSTS Guwahati feels to be useful in future for their use will be withdrawn from the sale lot.
6. Tenderer shall ensure that CIPET: CSTS Guwahati properties are not damaged during the course of removal of the scrap and if any damage or loss is caused, the same shall be made good by the tenderer.
7. All statutory payments, like minimum wages prescribed, compensation in case of accident or loss, etc. to the workers employed by the tenderer for the removal of the items shall be borne by the tenderer. Safety Rules applicable to Contractor's Workmen should be strictly followed while working in CIPET: CSTS Guwahati premises.
8. The sale is subject to all the terms and conditions prescribed in the tender document and resultant sale order.
9. Any clarification required may be obtained before submission of the tender.

GENERAL CONDITIONS OF THE TENDER:

Definition of words:

In the tender document as herein defined where the context so admits, the following words and expression will have the following meaning: -

1. **“CIPET CSTS”** means the Central Institute of Petrochemicals Engineering & Technology, Central Skilling and Technical Support.
2. **“Tenderer”** means the person or the person’s firm or company who has submitted the tender for “Sale of Plastics Scrap” along with EMD and the Performance security and the tender has been accepted by CIPET. It also includes his legal representatives or successor in office.
3. **“Tender”** means the tender submitted by the tenderer for acceptance of CIPET.
4. **“Principal Director & Head”** means the **Principal Director & Head** of the CIPET:CSTS Navsari or his successor in office or his authorized nominee.
5. **“Accepting Authority”** means **“Principal Director & Head”** or his nominee on behalf of CIPET: CSTS Guwahati
6. **“Day”** means a day of 24 hours from mid night to mid night. Irrespective of number of hours worked in that day.
7. **“Working Day”** mean 9:00 am to 5:30 p.m (Working days declared for CIPET) Monday to Friday, five working days in a week except declared holidays.
8. **“A Week”** means seven days without regard to the number of hours worked in any day in that week.



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Sl. No	PARTICULARS	
1	Name of the Firms.	
2	Postal address	
3	Mobile No & Email ID	
4	Name of Contact person/Proprietor	
5	Firms Registration Certificate (copy enclosed)	
6	No of year experience in this area (Pl. mentioned & enclosed any work order)	
7	<u>Bankers details</u> Bank Name: Account No. A/cs Type: Account Holder Name: IFSC Code	
8	PAN (Permanent Account Number) (enclosed copy)	
9	GST Registration No. (enclosed copy)	
10	DD.NO. and Date or Transaction / UPI No. & date in case of NEFT transfer for Tender Sale Fee Rs. 500/- [Bank details of CIPET for NEFT Transfer Bank Account Name: CIPET, Account No: 10196461087, IFS Code: SBIN0016944. State Bank of India, Changsari]	
12	No Court Case Declaration: Pl. mentioned on letter head.	

Date:

Place:

Seal & Signature of the tenderer

Name: _____

Address: _____



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RATE SCHEDULE to be submitted in Part-II (Commercial Bid)

SCHEDULE/APPENDIX OF RATES OF SCRAP MATERIAL

Sr.No	Description of Scrap Materials	Qty. (Approx.)	Unit (Kg. /Nos.)	Rate per unit
1	HDPE Pipe	3000	Kg.	
2	Water Tank	3000	Kg.	
3	UPVC Grey Pipe	1500	Kg.	
4	UPVC Blue Pipe	1000	Kg.	
5	Wooden planks	4000	Kg	
6	Plastic Scrap	500	Kg	
7	Paper Scrap	500	Kg	
8	Empty Oil Drums / Tins	2000	kg	

Date:
Place:

Seal & Signature of the tenderer

Name: _____

Address: _____