

RAILWAY RECRUITMENT BOARD

DIVISIONAL OFFICE COMPOUND, MUMBAI CENTRAL, MUMBAI-8

TENDER NOTICE

No.RRB/SS/DISP.RECORD/2011

Date: 19.09.2011

The, Chairman, Railway Recruitment Board, Mumbai, for and on behalf of President of India, invites sealed tenders from the reputed contractor for sale of old record (after shredding by contractor) from the above office. The blank tender form along with particulars will be available at this office on production of money receipt of Rs.1000/- (Rupees One Thousand only - non refundable) deposited with Station Manager, Mumbai Central, Western Railway, during working days between 11.00 to 16.00 hrs. up to 17.10.2011 and up to 14.00 hrs. on 18.10.2011. The tender form will be received up to 14.30 hrs. on 18.10.2011 and will be opened on 15.00 hrs. on the same day.

The tender document can be downloaded from the website www.rrbmumbai.gov.in. The tenderers downloading the tender documents through internet shall attached a specific demand draft of Rs.1000/- towards the cost of tender document in addition to separate demand draft towards earnest money deposit, otherwise, the offers are liable to be rejected.

The details are as follows:

Qty.Appox.	Appox. value	Contract validity period	E.M.D.
1,00,000 Kgs	Rs.950000/-	Two years	Rs.19000/-

Right to accept or reject any or all the tenders without assigning any reason is reserved with the Chairman, Railway Recruitment Board, Mumbai.

CHAIRMAN

RAILWAY RECRUITMENT
BOARD
MUMBAI

TENDER FORM

ADVT. TENDER NO.
RRB/SS/DISP.RECORDS/2011
DATE: 19.09.2011

TENDER CLOSING DATE : 18.10.2011
UPTO 14.30 HRS.

TENDER OPENING DATE : 18.10.2011
AT 15.00 HRS

Price Rs. 1000/-

No.RRB/SS/Disposal Records/2011

Date:

The President,
Acting through,
The Chairman,
Railway Recruitment Board,
Divisional Office Compound,
Mumbai Central, Mumbai-400 008.

1. I/We.....Tender, for the purchase of old confidential papers etc. to be shredded by contractor . at the rate specified in the “Scheduled of Material and Quantities” and on terms & conditions mentioned in the “Tender Conditions” and “Conditions of Sale” attached to Tender No. RRB/SS/Disp. Records/2011 dated 19.09.2011.

2. I /We hereby declare that I/we have carefully read the “Conditions of Tender and Sale” and agree to abide by the same and the issue of letter of my/ our offer by the Chairman, Railway Recruitment Board, Mumbai will constitute a binding contract between me/us and the President of the Union of India.

3. I/we agree to keep this tender open for acceptance for a period of 120 days from the date fixed for opening the same and in default thereof I/We be liable for forfeiture of my/our Earnest Money.

4. I/We hereby agree to abide by the General Conditions of Contract existing on date and to carry out work according to the directions of Chairman, Railway Recruitment Board, Mumbai.

.....
Signature of Tenderer

Address & Telephone No.

.....
.....
.....

Two witnesses :-

1. Signature.....
Name & Address:
.....
.....

2. Signature:.....
Name & Address:
.....
.....

CONDITIONS OF SALE

1. The President of India acting in the premises of the Railway Recruitment Board, Mumbai, shall be herewith after called "THE ADMINISTRATION" and the firm to whom the letter of acceptance is issued shall be herein after called "THE PURCHASER"
2. The powers conferred upon the President of India by these conditions and shall consorts, directions and discretions and approval to be given by The Chairman, Railway Recruitment Board, Mumbai for the time being, or any other officers deputed by the Chairman for the purpose.
3. The description and quality mentioned in the "SCHEDULED OF MATERIAL AND QUANTITIES" is meant only to give a rough idea of the quantity and quality of material expected to be available at the site under the Chairman , Railway Recruitment Board, Mumbai. The Admn. Will offer quantities that may accrue during the year subject to maximum by the tendered quantity. No guarantee for minimum quantity shall be given. Adm. however reserves the right to offer 25% additional quantity at its own option.
4. The posting of the letter of acceptance of the offer by the Chairman RRB Mumbai to the address given by the purchaser under Regd. post shall be prima-facie evidence that the letter has reached the purchaser in the normal course and shall constitute a binding contract between the purchaser and the President of India, on the date of letter is dispatched in the manner therein specified.
5. The weight will be taken from the collecting/lifting place or at Govt. Approved "Dharam Kanta"/ preferably at Railway scrap yard.
6. The contractors are liable to handle the materials from RRB's office to the place for the purpose of weightment by their own labourers within the same rate, if the weighing machine of this Board is out of order.
7. After the confidential papers will be shredded at the collecting/lifting place only. **The contractor must bring the shredding machine and no charge will be paid to the contractor for shredding machine.** The space and electric supply will be provided free of cost by Railway Administration.
8. The amount due will have to be deposited in cash with the station earnings and on production of deposit receipt , he will be allowed to lift the material.
9. Income Tax, Sales Tax, Purchase Tax or any other taxes whenever enforced shall be payable at the time of collection of material.
10. The purchaser will be entirely responsible for any loss damage etc. suffered by or injury sustained by labourers within the Railway premises and in no circumstances Administration shall enter in any claim in the matter. On no account the purchaser or his labourer shall be permitted to reside in the Railway premises after closing hours of the office.

11. The T & P article brought by the labourers of the purchaser will be recorded at the gate while the labour is allowed in and will be subject to check with the particulars noted at the gate while going out, any extra tools found will not be allowed to pass out.

12. The Railway Administration preserves the right to check up the contents of the material already delivered and loaded in vehicles, etc. before it actually leaves the site and no claim from the purchaser for detention to vehicle etc. will be entertained by the Railway Administration on this account.

13. Western Railway – General condition of contract (G.C.C) existing on date, will apply.

**READ AND
ACCEPTED**

(Signature of Tenderer)

RAILWAY RECRUITMENT BOARD- MUMBAI

TENDER FORM

No.RRB/SS/Disp.Records/2011

Date: 19.09.2011

The sealed tender is returned to the Assistant Secretary, Railway Recruitment Board, Divisional Office compound, Mumbai Central, Mumbai –400 008 not later than 14.30 hrs. on 18.10.2011. The tender is subject to the “Tender Conditions” and “ Conditions of Sale” mentioned in the first sheet.

Group/Class	Description	Approx. quantity that will be available including accumulations during the contract period of one year from the date of acceptance.	Scheduled of Material & Quantities		Unit place at which per kg. delivery will be taken
			Rate offered		
			In Figures Per kg.	In words Per Kg.	
Old office records, Confidential documents after shredding(to be shredded by contractor) .	1,00,000 kgs.	Rs.....	Rs.	Railway recruitment Board, Divisional Office compound, Mumbai Central, Mumbai-400 008.	

N.B:- 1) Approx. Cost of the Tender is Rs. 9.5 lakhs.

2) The above rate is for all leads & lifts of material by purchasers’ labour and with contract’s own shredder.

3) The conditional offers will be totally unacceptable to the Railway administration.

4) Particulars of Earnest Money Deposit paid Rs.....Receipt No..... date.....

I/We agree to purchase the above material at the price quoted by me/us

.....
(Signature of the Tenderer)

Name:-

.....
Address &Telephone No.
.....

RAILWAY RECRUITMENT BOARD- MUMBAI

TENDER CONDITIONS:

ADVT.TENDER NO. RRB/SS/DISP.RECORDS/2011 Dated: 19.09.2011.

1. The cost of tender form is Rs. 1000/- which is non-refundable.
2. The sealed tender should reach the office of the Railway Recruitment Board, Mumbai Central, not later than 14.30 hrs. on 18.10.2011. Tender received after this time will not be taken into consideration.
3. The tender will be opened on the above said date at 15.00 hrs in this office and the tenderers if they decide may be present at the time of opening of the tender.
4. Tenderer must fill the rates, in words as well as in figures and with all corrections initialed as per the unit quoted against the respective items in the SCHEDULE OF MATERIAL AND QUANTITIES.
5. The Tender must be supported by a deposit money receipt of Rs.19,000/- (Nineteen Thousand Only) as Earnest money to be deposited in cash direct with Chief Cashier, Western Railway, Churchgate, Mumbai- 400 020. And the original receipt must be attached with the tender form. The CHEQUE WILL NOT BE ACCEPTED. The Earnest Money can be in the form of F.D.R. in favour of Sr.Divisional Finance Manager, Western Railway, Mumbai Central, Mumbai – 400 008.
6. The offers without Earnest Money will be summarily rejected.
7. The security deposit @ 5% of tender value will have to be deposited at the time of signing the contract which will be released after successful completion of the entire period of contract. In addition the contractor has to give performance guarantee @ 5% of contract value in any of the acceptable form such as fixed deposit receipt, irrecoverable bank guarantee, demand draft, which shall be released after successful completion of the entire period of contract. Therefore, overall 10% amount has to be deposited towards fulfillment of contractual obligation. The Earnest Money of the unsuccessful tenders shall be refunded. In case of successful tenderer, the E.M.D will be adjusted against the Security Deposits and the balance if any will be recovered before issue of the contract.
 - 7a. The value of PG to be submitted by contractor will not change for variation up to 25% (either increase or decrease). In case during the course of execution, value of contract increases by more than 25% of the original contract value, an additional PG amounting to 5% of the excess value over the original contract value should be deposited by the contractor.
8. The security deposit will be retained for due fulfillment of the contract. The Security Deposit may be forfeited by the President of India in the event of any breach on the part of the purchaser of the terms of this contract or in the event of anything becoming payable by the purchasers to the President by virtue of this contract.

9. No Interest shall be payable on the cash deposit/EMD/Security Deposit.
10. Once the rates are quoted in the quotations, the same will continue and there will be no alteration in the rates during the validity period. The contract period is two year form the date of acceptance.
11. The conditional offer will be totally unacceptable to the Board.
12. The tenderer will have to execute an agreement within 10 days from the date of issue of the acceptance letter.
13. The Tenderers must enclose with their tender, valid Income Tax clearance certificate.
14. The Chairman, RRB-Mumbai is empowered to accept, reject or modify the contract at any time

READ AND ACCEPTED.

(Signature of Tenderer)