

Housing and Urban Development Corporation Limited

HUDCO Regional Office, Guwahati

Tender Notice

अप्रचलित अचल संपत्तियों (आईटी) के मूल्यांकन के लिए मूल्यांकनकर्ता की नियुक्ति/

Engagement of Valuer for valuation of Obsolete Fixed Assets (IT)

HUDCO Regional Office at Guwahati intends to engage valuers (for Plant & Machinery) for valuation of Obsolete Fixed Assets (IT). Interested valuers (for Plant & Machinery) may submit the Technical Bid and Financial bid in stipulated format.

1) Details of Assets for which valuation is to be made: (Enclosed)

2) Date of invitation of tender: 27.02.2024

3) Last date of submission of tender: 12.03.2024 (1500 Hrs.)

4) Date of opening of tender: 12.03.2024 (1530 Hrs.)

For the details of selection criteria and other term and conditions of submission of quotation, please refer to our <https://hudco.org.in>.

(Regional Chief)
HUDCO, Guwahati

HUDCO: Guwahati Regional Office

Notice Inviting Tender

Sub.: Quotation invited for Engagement of valuer (for Plant & Machinery) for valuation of Obsolete Fixed Assets (IT) of HUDCO, Regional Office Guwahati

Date of Invitation of Tender: 27.02.2024; Tender Due Date: 12.03.2024 at 3.00 PM and Tender Opening: 12.03.2024 at 3.30 PM

Housing and Urban Development Corporation Limited (HUDCO) is a Government of India Enterprise under Ministry of Housing and Urban Affairs, providing financial assistance to Housing and Urban Infrastructure Schemes.

HUDCO, Regional Office Guwahati proposes to have valuation of Obsolete Fixed Assets (IT).- Annexure C

Subject to fulfillment of the eligibility criteria as detailed under the Terms & Conditions, it is requested to valuers to submit quotations in sealed cover addressed to Regional Chief, HUDCO Regional Office, Housefed Complex, Rukminigaon, Guwahati-781022 so as to reach before **3.00 PM on 12.03.2024**. The cover containing the technical and financial quotation should be put in a sealed envelope and superscribed as "**QUOTATION FOR ENGAGEMENT OF VALUER FOR VALUATION OF OBSOLETE FIXED ASSETS(IT).**"

It is requested to please also note the following terms and conditions applicable in regard to submission of bid / quotation:

A. Terms & Conditions:

1. Only Plant and Machinery Valuers having experience in conducting valuation of fixed assets can submit the bids. Documentary evidence of registration of valuer to be submitted
2. Valuer before submitting bid should clearly understand HUDCO's requirement and in case any information / clarification is required, she/he may visit HUDCO office during working days (Monday to Friday between 10.00 a.m. to 4.00 p.m.).
3. Technical bid shall be submitted in the prescribed format enclosed in Annexure A and Financial Bid shall be submitted in stipulated format enclosed in **Annexure-B. Both the Technical Bids and Financial Bids** should be put in a sealed envelope and superscribed on the top "**QUOTATION FOR VALUATION OF OBSOLETE FIXED ASSETS(IT)**". The *sealed* envelope in the physical form should either be

sent by post or deposited in the tender box available at reception in HUDCO Regional Office on or before the last date of submission in the following address:

***The Regional Chief,
Housing and Urban Development Corporation Limited,
Housefed Complex,
Rukminigaon,
Guwahati – 781022***

4. Bid in any other format will not be acceptable and may lead to rejection of the bid.
5. The Financial Bid shall be given in absolute amount basis. The financial bids submitted in the terms of percentage shall be rejected.
6. The Financial bid shall include the cost of stationary, travel cost, manpower cost, administrative cost, applicable taxes(GST) and other cost if any in totality. In any case no additional charge would be paid over and above bid amount.
7. Financial bid without signature and seal of the valuer will be rejected without notice.
8. The valuer will need to make own arrangements for travel alongwith other logistic support for site visit for valuation and finalizing the report.
9. HUDCO will not be responsible for any accident happening during undertaking the valuation work by valuer.
10. The duration of the assignment will be valid for two weeks initially for valuation of the fixed assets as mentioned in **Annexure-C (IT Assets)** This period may be extended by HUDCO Regional Office in case of genuine reason for delay in valuation.
11. Bid received after due date of submission will be rejected.
12. On submission of the valuation report to the satisfaction of HUDCO, the payment shall be made by NEFT/RTGS on receipt of GST Bill from the valuer. The payment will be made after deduction of applicable taxes.
13. HUDCO reserves the right to accept or reject any or all of the bids without assigning any reason.
14. Bid submitted through email and any other mode will be rejected.
15. Valuer will need to be present at HUDCO Regional Office, Guwahati, in case of any requirement.
16. In case of failure to submit the valuation report for whatever reasons, no charges of any kind shall be paid under any circumstances.

B. Scope of Work:

1. A valuer shall have to make an unprejudiced and factual valuation of fixed assets.
2. The Valuer to note that he should not undertake valuation of the assets, if he has direct or indirect interest.
3. A valuer shall have to:
 - Exhaustively and understandably carry out the valuation and give the Valuation Report in a manner that will not be deceptive.
 - Present adequate information to allow those who read and trust on the report to fully understand the data, reasoning, analysis and conclusion underlying the valuer's finding, opinions and conclusions.
 - Clearly identify and describe the fixed assets being valued and the rights associated with the fixed assets to be valued.
 - Define the value being estimated and state the purpose of the valuation, the effective valuation date and the date of the report.
 - Fully and exhaustively explain the valuation basis applied and the reasons for their applications and conclusions.
 - State realistic and practicable assumptions and limiting conditions upon which the valuation is based.
 - Avoid ambiguous, flimsy assumptions and limiting conditions.
 - Furnish a signed professional certificate of objectivity, non-bias, professional contribution and other relevant disclosures along with the Valuation Report.
4. The valuer shall have to furnish report of valuation in the prescribed form as early as possible within stipulated time frame.

C. Arbitration:

Any dispute, incident or difference in opinion arising out of this proposed valuation tender and subsequent valuation will need to be resolved as per the Terms of Indian Arbitration & Conciliation Act, 1996 through the Sole Arbitrator Appointed by Regional Chief, HUDCO, Guwahati Regional Office and whose award will be binding on HUDCO and the valuer.

D. Jurisdiction:

Any court case arising out of this proposed Tender from the valuers subsequent to the awarding of valuation work will be subject to the jurisdiction of the courts located at Guwahati.

E. The valuer or his representative may participate in the bid opening.

Important Dates:

- | | |
|--------------------------------------|--------------------------|
| a. Date of invitation of tender | : 27/02/2024 (1100 Hrs.) |
| b. Last date of submission of tender | : 12/03/2024 (1500 Hrs.) |
| c. Date of opening of tender | : 12/03/2024 (1530 Hrs.) |

Annexure-A**TECHNICAL BID**

Sub.: Engagement of valuer for valuation of Obsolete Fixed Assets (IT) of HUDCO, Regional Office Guwahati.

(01)	Name of valuer / firm	
(02)	Name and position of the key contact person	
(03)	Contact address	
(04)	Telephone / Mobile Number	
(05)	Fax	
(06)	e-Mail ID	
(08)	Name of the banker (Name of bank, IFCI Code, Bank Code etc.)	
(09)	Name of Bank account holder	
(10)	Bank Account Number	
(11)	PAN Number	
(12)	GST Registration No.	
(13)	Address of office located at Guwahati/Assam:	
(14)	Details of Valuation work undertaken	

(Signature with name and office seal)

Annexure-B**Financial Bid**

(1)	Bid amount (Shall be in lump-sum not in terms of percentage and shall be inclusive of all cost including taxes etc and should be quoted both in figures and words)	Rs. _____/- (Rupees _____ Only)
(2)	Certificate: The above information is true to the best of my knowledge and belief and my financial bid may be rejected at any point of time if anything found wrong. I shall abide by the terms and condition of the HUDCO.	

(Signature with name and office seal)

Annexure C

1. LIST OF IT ASSETS

SI No	Description & Folio No. As per Asset Register	Classification of Assets	Purchase Date	Purchase Value
1	Cannon Laser Printer LPB-2900b	OE-COM	20-Mar-13	6800.00
2	HP-PIV DESKTOP COMPUTER WITH 17' TFT	OE-COM	25-Jan-08	29290.00
3	HP-PIV DESKTOP COMPUTER	OE-COM	31-Mar-08	29909.00
4	HP COMPUTERS	OE-COM	23-Jul-09	31170.00
				31170.00
5	HP DESKTOP COMPUTERS	OE-COM	30-Mar-10	34700.00
				34700.00
6	2 HP PRO 3090 DESKTOP & 1 HP P-1008 LASER PRINTER	OE-COM	4-Aug-10	25766.67
				25766.67
				25766.67
7	HUDCO NET WAN SYSTEM	OE	15-May-07	281650.00
8	SERVER WAN	OE	22-Oct-01	401854.00
9	SERVER WAN	OE-COM	3-Apr-01	401412.00
10	UPS APC (WAN)	OE-COM	3-Apr-01	171918.00
11	UPS APC (WAN)	OE-COM	3-Apr-01	172094.00
12	LEASED LINE MODEMS (WAN)	OE-COM	3-Apr-01	94740.33
				94740.33
				94740.33
13	LEASED LINE MODEMS (WAN)	OE-COM	3-Apr-01	94849.00
14	DIAL UP MODEMS (WAN)	OFFEQP	3-Apr-01	4084.00
15	RACK (WAN)	OFFEQP	3-Apr-01	41394.00
16	WINDOWS NT OPERATING SYSTEM (WAN)	OFFEQP	8-Apr-01	6240.80
17	WINDOWS NT OPERATING SYSTEM (WAN)	OFFEQP	8-Apr-01	6240.80
18	WINDOWS NT OPERATING SYSTEM (WAN)	OFFEQP	8-Apr-01	6240.80
19	WINDOWS NT OPERATING SYSTEM (WAN)	OFFEQP	8-Apr-01	6240.80
20	WINDOWS NT OPERATING SYSTEM (WAN)	OFFEQP	8-Apr-01	6240.80
21	SYSTEM INTEGRATION CHARGES (WAN)	OFFEQP	3-Apr-01	50000.00
22	ZONAL UNICENTRE TNG CONSOLE (WAN)	OE (INTANGIBLE)	3-Apr-01	158229.00
				2367948.00