

**HOUSING AND URBAN DEVELOPMENT CORPORATION LTD.
REGIONAL OFFICE: HUDCO BHAWAN, DJ-11, SECTOR-II,
KARUNAMOYEE, SALT LAKE, KOLKATA-700091.
Phone: (033)2358 6141/7734, Email: kro@hudco.org**

NOTICE INVITING TENDER

No. KRO-Est/Obsolete Assets/

Date: 24.12.2024

Sub: Disposal of obsolete/scrap/unserviceable/surplus IT and non-IT assets items “As is Where is Basis”.

(Due date on 15.01.2025 at 1500 Hrs. & Opening Date on 15.01.2025 at 1600 Hrs.)

Dear Sir/Madam,

Housing and Urban Development Corporation Ltd. (HUDCO Ltd.) is a Government of India Enterprise (under the administrative control of Ministry of Housing and Urban Affairs, Govt. of India) having its Regional Office at HUDCO Bhawan, Plot no. 11, Block-DJ, Sector-II, Karunamoyee, Salt Lake, Kolkata-700091. HUDCO propose to dispose of unserviceable/obsolete assets (**IT and Non-IT**) of our office (as per the list attached) by sale to interested parties “**as-is-where-is-basis**”. In this regard, HUDCO Regional Office, Kolkata invites Sealed Quotations from interested firms for purchase of these items.

GENERAL TERMS AND CONDITIONS

The general terms and conditions applicable for submission of quotation/offer and for award of contract by HUDCO are as follows:

1. **Submission of Bid**: The bids may be submitted in three sealed cover envelopes separately which may be finally placed in one envelope.

The first envelope shall contain **PROOF** of transfer of total EMD of **Rs.2,850/- (For IT assets Rs.1450.00 + Non-IT assets Rs.1400.00)** through NEFT in HUDCO's following Account by the General Vendors or copy of MSME Registration Certificate for EMD exemption for the MSME Vendors:

Name of Beneficiary	HUDCO Ltd.
Bank	HDFC BANK
Current Account No.	00030350017801
IFSC Code	HDFC0000003

The EMD should be transferred well in advance to ensure that the same is credited in HUDCO's Account on or before the due date of tender opening - **(Annexure – I)**

Second envelope shall contain **Technical bid – (Annexure-II)** and

Third envelope shall contain **Financial bid – (Annexure –III for Non-IT and Annexure-IV for IT obsolete assets).**

The last date for submitting the quotations shall be 15.01.2025 at 15.00 hours and the quotations would be opened on the same day at 16.00 hours.

Bidder may submit tender/quotation for IT or Non-IT assets separately or both and deposit EMD accordingly for the quoted tender/quotation.

2. Quotations/tender, other than MSME Registered Vendors, must accompany the proof of **Earnest Money Deposit (EMD) in HUDCO's above account.** The quotation/tender of general vendor without EMD will be considered as unresponsive and rejected. **Upon confirmation of receipt of EMD amount/EMD Exemption Certificate, the technical bid shall be opened and after qualifying technically, the financial bid will be opened.**
3. Vendors who are registered with MSME can also participate in the bidding. No EMD shall be payable by these vendors and other relaxation as announced by the Govt. from time to time shall be applicable to them subject to full compliance of other terms and conditions of the tender and contract. **The MSME firms must submit copy of valid MSME Registration Certificate for exemption of EMD.**
4. EMD remitted as above by the bidder before the last date for submitting quotation and remittance particulars should be informed to HUDCO by email: kro@hudco.org on the date of remittance itself, to enable timely verification with our bank receipt details for confirmation. EMD of all unsuccessful bidders will be returned without interest after the award of the bid.
5. Upon confirmation of receipt of EMD amount & Bidder's Bank details, the technical bid shall be opened and after qualifying technically, the financial bid shall be opened.
6. The rates for items(s) (inclusive of taxes) should be quoted in the financial bid **Annexure-III & Annexure-IV.** The quotes for the items (inclusive of taxes) will be considered for evaluation of bids. Reserve Price fixed for the various items of **non-IT assets are enclosed at Annexure-III and IT assets are enclosed at Annexure-IV.**
7. The taxes as applicable will be added to the price indicated for the items. No cost shall be paid by HUDCO on account of transportation, insurance, packaging and forwarding or any other account including budget levies, if any.
8. The rate should be valid for a period of three months from the closing date i.e. **15.01.2025.** Quotations with less validity shall not be accepted. HUDCO shall not entertain any request for reduction in cost/price on account of any reason whatsoever during the period of validity of quotation.
9. Any modification in offer after the closing of tender will not be considered.
10. Bidder, before submitting quotations may visit HUDCO office during working days (Monday to Friday 10.00 a.m. to 6.00 p.m.). and may seek any information/clarification if required. The bidder may inspect the assets at the locations wherever they are stored. It may be noted that no clarification/information, after closure of the last date of receipt of quotation, would be entertained.
11. The successful bidder should pick-up the disposed items within 10 days from the date of issue of work/sale order by HUDCO from HUDCO office premises; HUDCO Bhawan, Plot no. 11, Block-DJ, Sector-II, Karunamoyee, Salt Lake, Kolkata-700091. In case if the bidder is not able to pick-up the items within the specified period, he shall be liable to forfeit the EMD in full or in part/to be determined by HUDCO.
12. **Scrap/obsolete/unserviceable/surplus IT Assets-** All those bidders who are dismantlers/recyclers having valid consent /authorization issued by SPCBs/PCCs under E-waste (Management) Rules, 2022 and Amendment thereof may apply.
13. **GST related clause:-**
 - 13.1 The price indicated in the bid should be exclusive of all taxes including GST.
 - 13.2 The bidder to ensure the compliance of all the statutory provisions under GST Law.
 - 13.3 The bidder to ensure the deposition of GST liability and return filing as per the schedule dates and in case of any lapse on the part of bidder in regard to non-uploading / incorrect uploading of invoice particulars on GST Portal, in case of any non-allowance of GST Input Credit to HUDCO and interest or penalty, if any levied on HUDCO due to any of the above then same will be recovered from the supplier/service provider.
 - 13.4 Proper measure should be taken care to pass on by way of reduction in pricing of contract, if any arises due to changes in rate of GST and / or eligible ITC.

SPECIFIC TERMS AND CONDITIONS

1. In case of non-receipt of satisfactory response regarding the tender, HUDCO will have the right to re-invite the quotations.

2. **The bidder has to quote bid values for all IT and/or Non-IT items, else the bid shall be rejected.**
3. The items proposed for sale shall be sold to the bidder(s) together or separately who quote the highest total bid amount covering all the items as mentioned in Annexure-III and Annexure-IV.
4. In case the successful bidder does not show interest in lifting the goods, the bid security would be forfeited and other actions initiated including resale of the goods in question at the risk and cost of the defaulter.
4. The bidder must fill the **Technical Bid** in **Annexure-II** failing which the tender is liable to be rejected without any further notice.
5. Quotation received after the last date stipulated in the tender, will not be considered HUDCO will not be responsible for any postal or other reasons for delay.
6. It may be noted that evaluation of tender/bid will not be based on conditional discounts. And such quotation/bid shall be rejected
7. The decision of The Regional Chief, HUDCO Kolkata Regional Office shall be final and binding on both the parties in respect of all matters of dispute arising out of this tender. Any dispute arising shall be subject to Kolkata jurisdiction only.
8. The successful bidder has to deposit the quoted amount after adjusting the EMD amount within 5 (Five) days of acceptance of order by way of NEFT to HUDCO LTD. so as to release the goods.
9. The representative of bidders can also participate in tender at the time of opening of tender.
10. HUDCO reserves the right to reject any or all the Bids received without assigning any reason or incurring any liability to the bidder.
11. At any time before the submission of Proposals, HUDCO may, for any reason, whether at its own initiative or in response to a clarification requested by a bidder, may modify the NIT documents by amendment/corrigendum. Interested agencies should visit www.hudco.org.in from time to time and before final online submission of bid to take into account of any such developments.

The sealed envelope should contain 3 nos. of separate envelopes duly sealed of:

1. **E.M.D. & Bank Details (Annexure-I)**
2. **Technical Bid (in the prescribed format enclosed) – Annexure-II**
3. **Financial Bid (in the prescribed format enclosed) – Annexure-III or Annexure-IV or both.**

Above detail is also available on our Website. Please visit www.hudco.org.in/ and www.eprocure.gov.in.

Thanking you,

Yours faithfully,

(Authorized Signatory)

Encl.: As above.

Copy to: The Director, MSME – Development Institute, 111-112, B.T.Raod, Kolkata-700108.
Email: dcdi-kolkatta@dcmsme.gov.in; director@sisikolkata.gov.in.

(Authorized Signatory)

ANNEXURE-I

EMD, MSME AND DETAILS OF BANK ACCOUNT OF BIDDER
(To be submitted in separate sealed envelope)

EMD Details:	
Name of the Bank	
Branch	
UTR No.	
Date	
Amount (Rs.)	
MSME Details	
MSME Registration No.	
Date	
Bank Details	
Name of the A/c Holder	
A/c Type and Number	
Name of the Bank	
Branch	
Address	
IFS Code	

Date:

Authorized Signatory
SEAL OF THE COMPANY

TECHNICAL BID

Sl. No.	Particulars	Details
1	Name of the Company	
2	Status of the Company (Pvt/PS/Others)	
3	Address	
4	Telephone/Mobile No.	
5	Email-Id	
6	Name & Phone/Mobile No. of the Contact Person	
7	No. of Years Experience in Service	
8	GSTIN (Please attach copy)	
9	PAN No. (Please attach copy)	
10	Whether registered with MSME (Please attach copy)	
11	Whether MSME owned by SC/ST/Women Entrepreneurs	
12	Dismantlers/recyclers having valid consent /authorization issued by SPCBs/PCCs under E-waste (Management) Rules, 2022 and Amendment thereof – ONLY FOR IT ASSETS.	

Date:

Authorized Signatory
SEAL OF THE COMPANY

FINANCIAL BID**NON IT ASSETS LISTS****DETAILS OF OBSOLETE/UNSERVICEABLE/DAMAGED ITEMS – “AS IS WHERE IS BASIS”**

Sl. No.	Name of Obsolete/ Unserviceable/ Scrap Assets	Qty.	Name of Manufacturer	Purchase Date	Reserve Price (Rs.)	GST @ 18% of Reserve Price (Rs.)	Total Price (Reserve Price+GST)	Rate quoted by bidder (Rs.)
1	2	3	4	5	6	7	8	9
1	Almirah Godrej make steel	1	Godrej	13-03-2002	900.00	162.00	1062.00	
2	Chairs Executive (Methodex -Model M-HB)	2	Methodex	28-03-2001	1600.00	288.00	1888.00	
3	Chair Revolving Godrej	1	Godrej	14-02-2002	1500.00	270.00	1770.00	
4	Chair (Methodex)	2	Methodex	28-06-2002	1400.00	252.00	1652.00	
5	Xerox Machine RICOH AFICIO MP 2500 with wooden trolley	1	Ricoh	16-04-2009	9350.00	1683.00	11033.00	
6	Sony Colour TV-29" - Model : SW-292 M80	1	Sony	31-03-2006	1175.00	211.50	1386.50	
7	VCR Videocon	1	Canon	30-03-1991	1640.00	295.20	1935.20	
8	CANON - 35MM (Super 105) DATA PRIMA	1	Canon	29-03-2001	1100.00	198.00	1298.00	
9	CANNON DIGITAL CAMERA MODEL - SX 120 IS	1	Canon	15-12-2010	1180.00	212.40	1392.40	
10	CANON POWER SHOT GX 150 DIGITAL CAMERA	1	Canon	22-03-2012	910.00	163.80	1073.80	
11	Telephone instrument (Tata)	1	Tata	31-03-1998	285.00	51.30	336.30	
12	Photophone Overhead Projector (S.NO.5552)	1		31-03-1992	900.00	162.00	1062.00	
13	Photophone Slide Projector (S.NO.4021)	1		31-03-1992	1100.00	198.00	1298.00	
14	CICIKO Travelling Trolley Drafting Machine	1		31-03-1992	2000.00	360.00	2360.00	
15	VACCUM CLEANER (Euro Clean)	1	Eureka Forbes	31-03-2011	2250.00	405.00	2655.00	
16	Public Addressing System	1		31-03-1993	1200.00	216.00	1416.00	
17	Water Filter cum Purifier (AquaGuard)	1	Eureka Forbes	20-12-2012	1500.00	270.00	1770.00	
18	Display Unit-Vertical Free Standing Display Panels-Type-I	20	Wooden CP Teak frame	28-09-1992	30000.00	5400.00	35400.00	
19	Wireless Micro Phone & Accessories	1		31-03-1995	1699.00	305.82	2004.82	
	TOTAL:	40			61689.00	11104.02	72793.02	

ANNEXURE-IV**FINANCIAL BID****LIST OF IT ASSETS****DETAILS OF OBSOLETE/UNSERVICEABLE/DAMAGED ITEMS – “AS IS WHERE IS BASIS”**

Sl. No.	Desktop Make & Model	Desktop Serial No.	TFT/ Monitor Serial No.	Date of Purchase	Reserved Price fixed by HUDCO excluding GST (Rs.)	GST @18% (RS.)	Reserved Price fixed by HUDCO including GST (Rs.) (6 + 7)	Rate Quoted by Vendor including GST (Rs.)
1	2	3	4	5	6	7	8	9
1	HP 3090 MT	HP - WM386PA/INA0340245	HP - CNT02351ND	24-09-2010	2008.70	361.57	2370.27	
2	HP 3090 MT	HP - WM386PA/INA0330660	HP - CNT02351NS	24-09-2010	2008.70	361.57	2370.27	
3	HP 3090 MT	HP - INA103SJ26	HP - CNT04449B9	11-02-2011	1990.80	358.34	2349.14	
4	HP 3090 MT	HP - INA103SJ2H	CNT044485N	11-02-2011	1990.80	358.34	2349.14	
5	HP 3090 MT	HP - WM386PA/INA034024Y	HP-CNC83501CY/	24-09-2010	2008.70	361.57	2370.27	
6	HP 3090 MT	HP - INA103SJ1Q	HP-CNT95050MT	11-02-2011	1990.80	358.34	2349.14	
7	HP Dx 2480 MT	HP- VP562PA/INA95006L4	HP-CNT95050MM	26-03-2010	1921.35	345.84	2267.19	
8	HP Dx 2480 MT	HP- VP562PA/INA00200T7	HP - 6CM329223T	26-03-2010	1921.35	345.84	2267.19	
9	HP Dx 2480 MT	HP- VP562PA/INA00705FQ	HP-CNT93550G3	26-03-2010	1921.35	345.84	2267.19	
10	HP Dx 2480 MT	HP- NR854PA/INA9080CJP	23304358085	31-03-2009	1792.10	322.58	2114.68	
11	HP Dx 2480 MT	HP- NR854PA/INA9080CNM	HP - CNT02351M4	31-03-2009	1792.10	322.58	2114.68	
12	HP Dx 2480 MT	HP- NR854PA/INA90900JV	HP-CNC8330PHZ	31-03-2009	1792.10	322.58	2114.68	
13	HP Dx 2480 MT	HP- VP562PA/INA00201GJ	IBM-55-HAHL	26-03-2010	1921.35	345.84	2267.19	
14	IBM Think Centre-A 30	IBM-8434-QAV/2FBFRPO	IBM-55-HAHFX	26-03-2004	2094.50	377.01	2471.51	
15	IBM Think Centre-A 30	IBM-8434-QAV/2FBFRD9	VVHRYWH	26-03-2004	2094.50	377.01	2471.51	
16	IBM Think Centre-A 30	IBM-8434-QAV/2FBFPD7	55GXXRR	26-03-2004	2094.50	377.01	2471.51	
17	IBM Think Centre-A 30	IBM-8434-QAV/2FBFPV8	IBM-55HKXRT	26-03-2004	2094.50	377.01	2471.51	
18	IBM Think Centre-A 50	IBM-8175-140/2FDLWDA	IBM-55-HAFYB	05-02-2005	2023.15	364.17	2387.32	
19	IBM Think Centre-A 50	IBM-8175-140/2FDLWAC	IBM-55HKNTF	05-02-2005	2023.15	364.17	2387.32	

20	IBM Think Centre-A 50	IBM-8175-QQC/2FBHTYN	IBM-55-55HKXLW	05-02-2005	2023.15	364.17	2387.32	
21	IBM Think Centre-A 50	IBM-8175-140/2FRACX0	IBM-55HKXKY	05-02-2005	2023.15	364.17	2387.32	
22	IBM Thinkcentre	IBM-8122-KQG/L9B3446	V278540	October, 2005	1860.30	334.85	2195.15	
23	HP Laptop 8530P	SGH9100NVM		31-03-2009	4011.50	722.07	4733.57	
24	HP COLOR DJ 6548C	HP DJ-6548C : MY47R3R133		22-03-2005	482.60	86.87	569.47	
25	HP LJ 1010	SGFB J44731		23-03-2005	532.35	95.82	628.17	
26	HP LJ 1010	SGFB 436812		26-03-2004	605.40	108.97	714.37	
27	HP LJ 1010	SGFBB24885		23-03-2005	532.35	95.82	628.17	
28	HP LJ 1010	HP - SGFB436874		26-03-2004	610.60	109.91	720.51	
29	HP LJ 1010	SGFB 436851		26-03-2004	610.60	109.91	720.51	
30	HP-1022 - Q5912A	HP-1022-VNRJ7181DY		13-03-2007	537.60	96.77	634.37	
31	HP LaserJet P1008	HP-VNFN02761		27-09-2010	389.20	70.06	459.26	
32	EPSON LQ 2080	EPSON-LQ-2080 : BJ2Y025989		20-03-2002	1683.00	302.94	1985.94	
33	HP DJ 1180C	HP DJ-1180C : MY294330Z9		09-12-2002	1188.00	213.84	1401.84	
34	HP 2605C	HP-CNBJ6BV019		13-03-2007	1132.75	203.90	1336.65	
35	HP LJ 4100	HP 4100-SGCDF07299		27-03-2002	3876.00	697.68	4573.68	
36	HP DJ 6500	TH048140D6		29-09-2010	663.95	119.51	783.46	
37	LCD PROJECTOR, XR-30X DLP (SHARP)	801913916		31-Mar-08	3128.75	563.18	3691.93	
	TOTAL :				63375.75	11407.64	74783.39	