NOTICE OF INVITATION TO TENDER

4. NALANDA, UIIC Learning Centre, Chennai.

United India Insurance Company Ltd., Chennai – 600 014, a PSU intends to dispose the old and unused DG sets in “As is where is condition” to the highest bidder. The DG sets are lying/stored/contained at NALANDA, UIIC Learning Centre, No.19, 4th Lane, Nungambakkam High Road, Chennai-600034, for which sealed tenders are invited from competent bidders having sound financial capacity for the work of purchasing, dismantling, removing and transporting the old DG sets. Tender documents shall be obtained from The Chief Manager, Administration Department, United India Insurance Company Ltd., No.24, Whites Road, Chennai – 600 014 against the payment of cost of Tender documents as mentioned below.

<table>
<thead>
<tr>
<th>Job No</th>
<th>Description of DG Set</th>
<th>Location of DG Set</th>
<th>Cost of Tender Documents</th>
<th>EMD</th>
<th>Period of Disposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>KIRLOSKAR CUMMINS</td>
<td>NALANDA, UIIC Learning Centre, No.19, 4th Lane, Nungambakkam High Road, Chennai-600034.</td>
<td>Rs.500/-</td>
<td>Rs.3000/-</td>
<td>20 days</td>
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<td>Capacity : 125 kVA</td>
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<tr>
<td></td>
<td>Engine,Rating:154 HP,1500RPM,Year of Mfg:5/2008,S.No:62614753,Alternative 125 kVA,174A</td>
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</tbody>
</table>
EMD: Rs. 3,000 /-
in the form of Demand Draft / Bank pay Order in favour of “United India Insurance Company Ltd.” payable at Chennai.

Period of Dismantling, removing and transporting (Cleaning from the site): within 20 days

Date of issue of Tender documents: From 11th February 2013 to 25th February 2013 at Administration Department, Head Office, No.24, Whites Road, Chennai-600014.
during office hours between 10.00 A.M and 5.00 P.M by paying Rs.500 /- towards Tender document charges by separate Demand Draft / Bank pay order in favour of “United India Insurance Company Ltd.” payable at Chennai.
Or may be downloaded from our website www.uiic.co.in and Rs.500 /- towards Tender document charges by separate Demand Draft / Bank pay Order in favour of “United India Insurance Company Ltd.” payable at Chennai. has to be submitted at the time of depositing the tenders.

Last date for submission of Tender: Before 3.00 P.M on 26th February 2013 as per instructions in tender documents.


The UIIC reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.

The tenderers are advised to inspect the site before quoting for the job. The site will be available for inspection on all working days between 10.00 a.m & 5.00 p.m.

The items as mentioned above shall be disposed in “As is where is condition”. The work involves purchasing, dismantling, removing and transporting to the stores or convenience of the tenderer. The materials involved are the DG set complete, control panel, fuel tank and connecting cable from alternator to control panel and other accessories. No acoustic enclosures are available for the above mentioned DG sets.

Chief Manager,
Administration Department.
United India Insurance Company Ltd.,
Chennai – 600 014.
GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS

Tenders are hereby invited from United India Insurance Co.Ltd., a PSU, 24, Whites Road, Chennai – 600 014 for the work of purchasing, dismantling, removing and transporting the old DG sets in “As is where is in condition” from NALANDA, UIIC Learning Centre, No.19, 4th Lane, Nungambakkam High Road, Chennai-600034.

1. Tender documents consisting of the complete specifications, the schedule of quantities and the set of conditions of contract to be complied with by the persons whose tenders may be accepted, and which will also be found in the form of tenders, can be seen / purchased at the office of the Chief Manager, Admin. Department, United India Insurance Co.Ltd., 24, Whites Road, Chennai – 600 014 between the hours of 10 A.M. to 5 P.M. on Mondays to Fridays against the payment of cost of Tender documents of Rs.500/- as mentioned in Notice of Invitation to tender (NIT) in the form of Demand Draft in favour of United India Insurance Co.Ltd., payable at Chennai.

Or may be downloaded from our website www.uiic.co.in and Rs.500/- towards tender document charges in the form of Demand Draft/ Bank Pay Order in favour of “United India Insurance Company Limited” payable at Chennai. has to be submitted at the time of depositing the tenders.

EMD of Rs.3,000/- in the form of Bank Draft drawn in favour of United India Insurance Co. Ltd. payable at Chennai must accompany the tender and the same is to be in a sealed cover superscribed “Tender for the work of purchasing, dismantling, removing and transporting the old DG sets in As is - where is in condition”.

The security deposit of the tenderer whose tender is accepted, shall be forfeited in full in case he does not remit the quoted value within five days from the date of LOA issued be UIIC.

The site is available and inspection by the tenderer on any working day.

2. a) Sealed cover may be submitted to the Chief Manager, Admin. Department, United India Insurance Co.Ltd., 24, Whites Road, Chennai – 600 014 upto 3.00 pm. On 26th February 2013.

The tender will be opened in the said office on 26th February 2013 at 4.30 pm.

2. b) The time allowed for the carrying out of the work will be 20 days from the date of LOA (Letter of acceptance) issued by UIIC.

3. The tenderer should quote in figures as well as in words the rate, and amount tendered by them.

4. The acceptance of a tender will rest with General Manager, Administration Department, United India Insurance Co.Ltd., 24, Whites Road Chennai – 600 014 which does not bind itself to accept the highest tender, and reserves to itself the authority to reject any or all of the tenders received without the assignment of a reason. All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.

The UIIC reserves the right to accept the tender in full or in part and the tenderer shall have no claim for revision of rates or other conditions if his tender is accepted in parts.
5. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.

6. All rates shall be quoted on the proper form of the tender alone.

7. On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Employer / Consultant shall be communicated to the tenderer.

8. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the words “Rs.” should be written before the figure of rupees and words “P” after the decimal figures, e.g. Rs.2.15p. and in case of words, the word “Rupees” should precede and the word “Paise” should be written at the end, unless the rate is in whole rupees and followed by the words “only”, it should invariably be up to two decimal places. While quoting the rate in schedule of quantities, the word “only” should be written closely following the amount and it should not be written in the next line.

9. The contractor shall give a list of his relatives working with the UIIC along with their designations and addresses.

10. No employee of the UIIC is allowed to work as a contractor for a period of two years of his retirement from UIIC service, without the previous written permission of the UIIC. The contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the UIIC as aforesaid before submission of the tender or engagement in the contractor’s service.

11. The tender for works shall remain valid for a period of 90 days from the date of opening of tenders. If any tenderer withdraws his tender before the said period, then the UIIC shall be at liberty to forfeit the security deposit paid along with the tender.

12. The tender for the work shall not be witnessed by a contractor or contractors who himself / themselves has / have tendered or who may and had / have tendered for the same work. Failure to observe this condition would render tenders of the contractors tendering as well as witnessing the tender liable to summary rejection.

13. The time allowed for carrying out of the work will be not exceeding the period specified in the NIT i.e. 20 days counted from the 1st day, after the date of “Letter of Acceptance(LOA)” and/ or written orders to commence the work.

14. Issue of tender form / documents shall be stopped 1 day before the date fixed for the opening of tenders.

15. All rates shall be quoted on the proper form of the tender alone. Quoted rates and units different from prescribed in the tender schedule will be liable for rejection.

All taxes including Sales tax, work contract tax, or any other tax, cess, entry tax, Octroi, profession tax, Sales Tax, purchase tax, turnover tax, or any other tax on material or finished work in respect of this contract shall be payable by the tenderer and the Employer will not entertain any claim whatsoever in respect of the same, and nothing extra shall be paid/reimbursed for the same subsequently.

16. Further the tenderer shall agree that until a formal agreement on stamp paper is prepared and signed, this tender shall constitute a binding contract between the tenderer and the Employer.
17. The tenderer should sign on all the pages along with the seal of their company / organisation / firm.

18. Tenderer are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the site and dimensions, the means of access to the site, and obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender.

A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and local conditions and other factors bearing on the execution of the work.

19. All the competitive tenders will be received on the specified date and time. On the same day or on specified date & time in event of any compelling circumstances, the tenders will be opened in the presence of the available tenderer.

20. In case of other un-successful tenderers, the EMD will be returned. The Employer reserves the right to accept or reject any of the offer’s without assigning any reason and no dispute or negotiation will be entertained in this regard. The Employer’s decision will be final in the matter.

21. The notice inviting tender, general rules & instructions for the guidance of tenderers shall form a part of the contract document. The successful tenderer/contractor, on acceptance of his tender by the Accepting Authority, shall, within 20 days from the stipulated date of start of the work sign on a stamp paper the contract for disposing the DG sets.

22. In case of any dispute, the matter will be referred to the General Manager, Admin Department, United India Insurance Co. Ltd., Chennai – 600014. and his decision will hold good.

23. For litigations, if any arising thereof, the competent court at Chennai alone will have jurisdiction.

24. The work should be done in coordination with the company dept and/or the consultant. Preferably, the work can be undertaken during week days.

25. The work of purchasing, dismantling, removing and transporting of DG sets with accessories shall be carried out in full coordination with the company dept and/or the consultant. If necessary, the work can be undertaken during or after office hours that suits the tenderer/Employer. The dismantling and removal of DG set shall be carried out without any damage to the site and other properties.

26. Bidders without either PAN No. or TIN No. or Bank Account would be liable to be disqualified in the tender process.

27. Refund of EMD will be paid through Electronic Transfer / NEFT / RTGS / DD only and the Company reserves the right to return the EMD by any of the above modes.

Chief Manager,
Administration Department,
United India Insurance Co.Ltd.,
No.24, Whites Road
Chennai – 600 014
TENDER FORM FOR DISPOSAL OF CONDEMNED/UNUSED DG SETS LOCATED AT NALANDA LEARNING CENTRE, CHENNAI.

KIRLOSKAR CUMMINS 125 kVA

1. Name of the Firm / Individual : 

2. Address with Telephone / Fax No's. : 

3. Registration Details
   a) PAN No. : 
      (Enclose copy of PAN card)
   b) TIN No. : 
      (Enclose copy of TIN card)

4. Bank Account details of the Bidder
   a) Name of the Bank : 
   b) Branch Address : 
   c) IFSC Code : 
      (Or cancelled cheque leaf has to be enclosed)
   d) Nature of the Account : Savings / Current
   e) Account Number :
5. EMD Details : Rs. 3,000 /-

D.D No. : 

Date : 

Bank / Branch : 

6. Quoted Amount : 

I/we accept that the particulars furnished above are correct to the best of my/our knowledge & fully understanding the requisites of your office.

Date:

Signature of the authorised person on behalf of the firm/individual

**Terms & Conditions :**

a) An EMD of Rs. 3,000 /- by way of Demand Draft/Bank Pay Order in favour of United India Insurance Co. ltd., payable at Chennai to be deposited along with completed Tender forms

b) The quoted amount should be deposited within 2 days from the date of acceptance of the offer.

c) The successful bidder should remove the quoted items within 20 days from the date of the receipt of the payment.

d) Company reserves the right to modify/cancel the terms or tender at anytime without assigning any reasons therefore.