



Delhi Regional Office:F 8-11 Jhandewalan Flatted Factories Complex,Rani Jhansi Road,New Delhi-55

GSTIN: 07AAACM1433E1Z1

PAN: AAACM1433E

CIN: L51909DL1963GOI004033

**MMTC Limited,
Delhi Regional Office
F 8-11, Flatted Factories Complex,
Rani Jhansi Road, Jhandewalan,
New Delhi-110055**

**TENDER NO: MMTC/DRO/MEDALLION UNIT/CRUCIBLE
DISPOSAL/2022-23**

**TENDER FOR DISPOSAL OF CRUCIBLES USED BY MEDALLION UNIT AND UNUSED
SMALL CRUCIBLES AND OTHER RELATED ITEMS**

MMTC Limited invites bids from interested firms for disposal/Sale of used crucibles and some unused on "as is where is" basis available at the Delhi Regional Office at Jhandewalan.

Important Dates

Publishing Date of Tender – 12.08.2022 16:30 Hours

Submission Start Date – 12.08.2022 16:30 Hours

Submission End Date – 12.09.2022 16:00 Hours

Bids Opening Date – 12.09.2022 16:30 Hours

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KEY DETAILS OF THE TENDER

Tender Number	MMTC/DRO/MEDALLION UNIT/CRUCIBLE DISPOSAL/2022-23
Name of Work	TENDER FOR DISPOSAL SALE OF CRUCIBLES USED/UNUSED IN MEDALLION UNIT
Location	F8-11, Jhandewalan flatted Factories Complex,Rani Jhansi Road,Jhandewalan, New Delhi -55
Mode of submission of price/financial bid	Physical Mode of submission
Last date and time of Submission of bids	12.09.2022 16:00 Hours
Tender Security Amount (EMD)	NA
Contact Details	S Alex Prabakaran, Mgr -9315792424
Last date of issuing addendum/corrigendum (if any)	As and when necessary
Date and time of opening of bid	12.09.2022 16:30 Hours

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1 LETTER OF INVITATION

MMTC Limited invites bids from relevant firms for disposal Sale of graphite crucibles used by medallion unit and other related items on “as is where is” basis available at the Medallion Manufacturing Unit at Delhi Regional Office at Jhandewalan.

Interested and relevant bidders will submit the application form and financial bid in physical form in Sealed envelope super scribed with “TENDER NO: MMTC/DRO/MEDALLION UNIT/CRUCIBLE DISPOSAL/001/2021-22” containing all requested documents as per Section 3 of this tender document. The sealed envelope should reach through Registered Post/courier/Hand delivered in the tender box placed at ground floor at MMTC Limited, F-8-11 Jhandewalan Flatted Factory Complex, Rani Jhansi Road, Jhandewalan New Delhi - 110055

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2.0 Bidding Procedure and Other Instructions

Interested bidders who satisfy the minimum criteria at Sec 2.1 is requested to inspect the items notified for disposal/sale as per this tender document under sec 2.2 at the Delhi Regional Office at Jhandewalan location and submit their bid for the purchase of the entire lot on offer (No part delivery/ purchase is allowed) on “as is where is” basis as per sec 3.1 within the prescribed time period. The notified items will be sold to the highest bidder after receipt of credit of funds as per the H1 bid submitted by the bidder.

2.1 Minimum Eligibility Criteria

Any company/firm/proprietorship/partnership fulfilling the following minimum eligibility criteria are eligible for bidding in this tender

(i) The bidder must be a legal entity registered in India. And must not have been blacklisted by any Government/Ministry/Department/PSU, nor should they have been debarred from dealing with any public Department for a period of 5 years. The bidder will submit an affidavit declaration to that effect as per section 2.5

(ii) The bidder must be registered with all Government/statutory authorities such as GST, Income Tax Department, etc and should have filed Income Tax returns regularly.

2.2 Details of items under sale:

The following items are being notified for disposal sale.

- (i) **Around 500 nos of Graphite crucible used for melting of precious metals in Medallion Manufacturing Unit.**
- (ii) **Around 330 nos of unused small (Silicon Carbide crucibles with a white coating) crucibles of different sizes.**
- (iii) **More than 30 KGs of crucible materials in scrap/soiled form obtained(resulted) from filing/scraping of the crucibles.**

MMTC LIMITED does not guarantee the contents/quality of the crucibles as mentioned above. It is the responsibility of the bidder to verify/analyse the crucibles and bid accordingly.



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2.3 General Instructions To Bidders

1. Only the bidder who satisfy the minimum eligibility criteria at Sec 2.1 should submit their bid.
2. The bidder can inspect the subject items notified for sale by visiting our regional office at MMTC Limited, Delhi Regional Office, Jhandewallan, on any working day. The contact number for inspection is Mr. S Alex Prabakaran, Mgr , 9315792424. Email : alex@mmtclimited.com .
3. As part of price bid, the bidder will submit the price bid and application form in their letter head as per Section 3 at the Delhi Regional Office.
4. Bidders will be required to share correct contact details (Phone number, Email and location address etc) mandatorily for communication. Wrong contact details shall result in the bid being rejected.
5. The successful H1 Bidder will be required to make payment and purchase/lift the materials within 3 working days as per the H1 bid amount. In case if the bidder did not accept/purchase the materials , the offer will be extended to the H2 bidder at the H1 rate and so on. Further suitable action shall be taken on the backed out bidder as deem fit by Competent Authority .
6. Incomplete/irrelevant forms will be rejected.
7. At all times the decision of the competent Authority of MMTC Limited will be final and will be binding on all the bidders.
8. This Tender rate will remain valid for one month. Only the bidders who qualify Min. Eligibility Criteria will be considered for Price bid evaluation. Tender will be awarded on H1 basis. However decision of competent Authority of MMTC Limited will be final.
9. Bidder can choose to attend or send their representative to attend the Opening of the Bids as per their convenience. The representative shall carry a Letter of Authorization for attending bid opening.

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10. After evaluation of Tender successful bidder will be notified and Letter of Award will be sent accordingly.

2.4 Fraud Prevention Policy

The Bidder(s) shall be bound to take all measures necessary to prevent Fraud and Corruption while dealing with MMTC. They agree and undertake to observe the principles/provisions as laid down in "Fraud Prevention Policy" of MMTC (full text of which is available on MMTC's website at <http://mmtclimited.com>) during their participation in the tender process, during the execution of contract and in any other transaction with MMTC.



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3.0 DOCUMENTS FOR SALE OF CRUCIBLES USED IN MEDALLION UNIT

Any eligible bidder who wishes to Purchase the notified will submit all the following documents as provided under this section from 3.1 to 3.6.

- a. Application for Purchase as per enclosed format in Section 3.1.
- b. Duly signed copy of the Terms & Conditions as per Section 3.2
- c. Declaration for no near relatives in Rs.20/- stamp paper at Sec 3.3
- d. Declaration regarding acceptance of tender at Sec 3.4
- e. Declaration regarding blacklisting from taking part in Govt. Tender in Rs.20/- stamp paper at Sec 3.5
- f. Price quote as per format attached at Sec 3.6



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(On the Letter Head of Applicant)
3.1 Application Form for Purchase of Crucibles

Dated: _____

To,

The General Manager,
MMTC Limited,
F 8-11, Flatted Factories Complex,
Rani Jhansi Road, Jhandewalan,
New Delhi-110055

Dear Sir,

With reference to your tender No MMTC/DRO/MEDALLION UNIT/CRUCIBLE DISPOSAL//2022-23inviting applications for disposal Sale of crucibles used in the medallion Unit, we submit our application for your consideration. The profile of the Firm/Company is as follows:

01	Name and address of the company/firm	
02	Legal constitution – Proprietorship/Partnership/Pvt Limited/Public Limited	
03	Details of business of the firm-	
02	Name of Proprietors/Partners/Directors along with: Telephone No. _____ Mobile No. _____ PAN No. _____ Email Id: _____ Fax No. if any _____	

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	(Attach a Copy of PAN Card)	
05	Whether IT Return returns has been filled regularly (Yes / No)	
09	GST Tax Registration Number (GST) and PAN No. of Proprietor/Firm. (Self attested Copies to be attached)	
11	Any other relevant information.	
14	Agree to abide by the terms and conditions as submitted under Terms & Conditions at Sec 3.2	
15	Previous business relationship with MMTC? If so please give details.	

I/We hereby declare that all the information furnished in this application is true to best of my/our knowledge and in case any information in this application form is found to be false or incorrect at any time, this shall entail automatic cancellation of my/our application besides rendering me/us liable for any other legal action at the discretion of MMTC Limited.

Thanking you,

Name: _____

Designation: _____

STAMP

Enclosed:

1. Copy of PAN Card and GST Certificate of the firm. (Duly self attested)



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[To be submitted on the company letter Head]

3.2)TERMS & GENERAL CONDITIONS :

1. The Bidder awarded the Offer to purchase shall be responsible to purchase the notified items from the MMTC Delhi Regional Office Jhandewalan on “as is where is” basis. MMTC does not guarantee anything with respect to content/quality of the items notified for sale.
2. The Bidder should not have any adverse Police records/criminal cases against them.
3. The Bidder shall strictly agree and abide by the instructions issued by MMTC from time to time.
4. After submitting price bid if the Bidder fails to buy the material at offered price within the stipulated time as per award letter, the bidder will forfeit their right to purchase the subject items at any later date.
5. In case of any dispute the decision of Competent Authority of MMTC Limited shall be final and will be binding on the Bidder.

Name: _____

Designation: _____

STAMP

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3.3 Proforma for no near relative(s) of the tenderer working in MMTC LIMITED

(To be executed on Rs.20/- Stamp paper & attested by Public Notary/Executive Magistrate by the bidder)

I, Proprietor/Partner/Director/Company Secretary (CS) of the company M/s _____ hereby certify that none of my near relative (s) is/are employed in MMTC Ltd as per detail given below. In case at any stage, it is found that the information given by me is false/incorrect, MMTC Ltd shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

The near relative (s) means:

- a) Members of a Hindu Undivided family;
- b) They are husband and wife.
- c) The one is related to the other in manner as father, mother, son(s) & son's wife (daughter-in-law), Daughter (s) & daughter's husband (son-in-law) brother (s) and brother's wife, sister (s) sister's husband (brother-in-law)

Certificate will be given by all the Directors of the company (or company secretary on behalf of all directors).

Any breach of these conditions by the company, the tender/work will be cancelled and the EMD will be forfeited at any stage whenever it is so noticed. MMTC Ltd will not pay any damages to the company or firm or the concerned person. The company or firm or the persons will also be debarred for further participation in the concerned unit.

1. Name of Director/Partner/Proprietor _____
Signature _____

OR

Name of Company Secretary

Signature _____

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3.4 – Declaration Regarding Acceptance of the Tender

(To be submitted mandatorily in Company Letter Head)

1. I _____(Name of the person), am authorized to declare on behalf of our firm _____(Name of the firm) that the firm agree to purchase the subject items as per the terms & conditions mentioned on this tender document.
2. I understand that the decision taken by MMTC is final in all matters.
3. I hereby agree to abide as per the terms and conditions specified by MMTC.
4. I understand that the MMTC reserves the right to accept or reject and to cancel the bids received at any time prior to the award of the Offer.
5. I also agree to provide any document/proof/supporting papers in respect of our business as sought by MMTC at any point of time.
6. I also declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in this application is false/ incorrect or that our agency does not satisfy the eligibility criteria, our candidature/empanelment is liable to be cancelled /terminated.

Signature_____ Place_____ Name_____

Date_____ Designation_____

Seal of the Company



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3.5 Declaration regarding Blacklisting from Taking Part in a Govt. Tender

(To be executed on Rs.20/- Stamp paper &attested by Public Notary/Executive Magistrate by the bidder)

I/We Director(s)/Authorized Signatory of M/S _____ hereby declare that the Company has not been blacklisted or debarred in the past by MMTC Ltd or Ministry of Commerce & Industry or any other Government Department/Organization/Under Taking from taking part in Government tenders.

Or

I / We Director(s) of M/S. ----- hereby declare that the Company namely M/S.- -----was blacklisted or debarred by MMTC Ltd or Ministry of Commerce & Industry or any other Government Department from taking part in Government tenders for a period of ----- years w.e.f.----- ----- . The period is over on -----and now the company is entitled to take part in Government tenders.

In case the above information found false I/We are fully aware that the tender/ contract will be rejected/cancelled by MMTC Ltd, and EMD/SD shall be forfeited.

SIGNATURE OF THE BIDDER WITH SEAL



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(On the Letter Pad of Applicant)

3.6 PRICE BIDS

S No	Materials	Price (excl GST)
1	Used Crucibles (around 490- 500 nos)	
2	Un Used Crucibles (around 330 nos)	
3	Crucible material in scrap form	
4	TOTAL (Rs)	

SIGNATURE OF THE BIDDER WITH SEAL