



M M T C LIMITED

(Government of India Enterprise)

MMTC House, Plot No.C-22, Bandra Kurla Complex, Bandra (East), Mumbai - 400 051.

Tel: 022 26570131, 61214619, 61214626

Fax: 022-2657 2541

MMTC/MUM//NFM/CHA/2014-15

Date:27.02.2015

M/s. _____

Dear Sirs,

Sub: Invitation to Tender for appointment of Clearing & Handling Agents / CHA

For & on behalf of MMTC, we are enclosing Tender Forms for appointment of Clearing & Handling Agents (CHAs) to such CHAs who are holding valid Custom House License for Clearing, & Handling at Mumbai Port/ Nhava Sheva Port/CFS Mulund of imported consignments of Non-Ferrous Metals, Minor Metals and Industrial Raw Materials like Copper Cathodes/Wirebars/Wire Rods, Zinc Ingots/Slabs, Lead , Pig Ingots , Tin Ingots, aluminum Ingots/Wire Rods, Nickel (packed in drums) Antimony Ingots, Silicon etc.

Mode of submission:

1. Filled up Signed Tenders should be submitted in prescribed TENDER FORM (Pro forma enclosed in (A) Pre-Qualification Bid (Part I to III) and (B) Price Bid) in properly sealed envelopes in duplicate addressed to THE GENERAL MANAGER, MMTC LIMITED, MMTC HOUSE, 3rd Floor, C-22, BANDRA KURLA COMPLEX, BLOCK-E, BANDRA (EAST) MUMBAI 400 051 mentioning clearly on the envelopes "TENDER FOR HANDLING & CLEARING OF METALS / CHA".

Last date for submitting Tender is **10.03.2015 (upto 1430 Hrs IST)**.

Tender will be opened on dt.10.03.2015at 1530 hrs at MMTC Limited, C-22, MMTC House, 3rd Floor, E Block, Bandra Kurla Complex, Bandra(E) Mumbai 400 051 and the tenderer's authorized representatives can remain present, if they so desire at the time when the tenders are opened.

2. The tender should be accompanied by non interest bearing Earnest Money Deposit (EMD) of **Rs. 1,00,000/- (Rupees One lakh only)** in the form of a crossed Demand Draft/ Pay Order drawn on any Scheduled Bank (other than co-operative bank) payable in Mumbai in favour of "**MMTC LIMITED**". Any tender or bid, not accompanied by EMD as per above requirement will be summarily rejected.



M M T C LIMITED

(Government of India Enterprise)

MMTC House, Plot No.C-22, Bandra Kurla Complex, Bandra (East), Mumbai - 400 051.

Tel: 022 26573158, 56784115, Fax: 022-2657 2541/0131

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3. (a) Technical portion of the bid should contain/ include technical specification, details only. Any deviation should be clearly indicated in the bid and should be added as Annexure.

(b) Commercial portion of the bid should contain bidder's specific confirmation regarding compliance of all commercial terms and conditions, general conditions and special conditions of the contract. Bidders shall also mention applicability of statutory levies like Custom Duty, Octroi, service tax etc and all other related information.

4. Correction and alterations shall be signed in full by the bidder with date. No erase(s) or over writing(s) and application of white fluid is permissible.

5. Acceptance of the bids by MMTC may be sent by letter and/or contract within the validity of the bid. Validity of the bid will be for 30 days from the date of opening.

6. Successful tenderer shall be required to deposit with MMTC Limited within 5 days of the acceptance of the tender a non-interest bearing Security Deposit of Rs.4,00,000/- (Rupees Four Lakhs only) for due and proper fulfillment of the contract. The Security Deposit can be in the form of a Bank Guarantee for Rs. 3,00,000/- (Rs. Three Lakhs only) which shall be valid for a period of nine months after the expiry of the contract period and extended contract period, if any and the remaining amount of Rs.1,00,000/- through a Demand Draft/Pay Order/RTGS.. Both Bank Guarantee and Demand Draft/Pay Order should be drawn on a Scheduled Bank (other than co-operative bank) favoring "MMTC LIMITED". Bank Guarantee should be strictly in accordance with the specimen annexed to tender documents. **The cost of tender documents will be Rs. 1000/- (Rupees One Thousand) in the form of DD/PO.** No adjustments of any nature in these deposits will be acceptable.

7. Unsuccessful bidder will not be informed of the result of their bids, but EMD shall be refunded within a period of 7 working days of finalization of tender.

8. MMTC Limited reserves the right to accept or reject all tenders in part or in whole at its own discretion without assigning any reasons to the tenderer(s).

9. Tender documents will be available with Shri Chetan Zarekar, Dy. Manager(NFM)/Ms. Vinita Minz, CM(NFM) at our Regional Office, Mumbai during office hours from Monday to Friday.

For MMTC LIMITED

(Authorised Signatory)

Name & Designation

