



GOVERNMENT OF INDIA: MINISTRY OF FINANCE: DEPARTMENT OF REVENUE  
NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES & NARCOTICS  
3/86 E, ATC ROAD, NEAR AMBIT IT PARK : I, II & III FLOORS,  
AMBATTUR INDUSTRIAL ESTATE, CHENNAI-600058

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C.No. IX/17/07/2018

Dated : 09.05.2019

**NOTICE INVITING TENDERS FOR APPOINTING APPROVED VALUER FOR VALUATION OF DISPOSAL OF OLD & UNUSABLE FURNITURE / OTHER APPLIANCES**

The National Academy of Customs, Indirect Taxes & Narcotics (NACIN), Chennai, invites quotes under a **single bid system** in the prescribed tender/bid form, contained in this notice, from reputed firms for appointing **APPROVED VALUER FOR VALUATION OF DISPOSAL OF OLD & UNUSABLE FURNITURE / OTHER APPLIANCES** at our office premises at 3/86 E, ATC Road, Ambattur Industrial Estate, Near AMBIT IT Park, Chennai-600058 & Hostel Premises at Central Revenue Quarters, Annanagar, Chennai-600 040. The bidders may visit both the premises to survey the items on **17.05.2019, 24.05.2019 & 28.05.2019**. The specifications of work to be done are detailed in the Annexure to this Notice. All bidders for this tender are deemed to have understood and accepted the contents of this Notice.

1. **Only those bidders, who have their offices and workforce in Chennai, may post their bids for this tender.**
2. This tender document can be downloaded from the websites **[www.cbic.gov.in](http://www.cbic.gov.in), [www.nacen.gov.in](http://www.nacen.gov.in) & [www.centralexcisechennai.gov.in](http://www.centralexcisechennai.gov.in)**.
3. Your quotations/ bids are to be submitted in **SEALED COVERS** in person / by registered post / speed post / courier so as to reach the above mentioned office **on or before 03-00 PM on 04.06.2019(Tuesday)**. The name of the tendering company and the words **“Tender Document for appointing approved valuer for valuation of disposal of old & unusable furniture / other appliances”** should also be inscribed boldly on the cover. Offers / bids received beyond the stipulated time and date shall not be considered. The opening of the tender will be held on the same day **at 04-00 PM on 04.06.2019(Tuesday)**. All bidders are invited to be present for the opening of the tender.
4. Technical & Financial Tender: The tender shall be submitted into two parts viz., Technical Tender(Annexure-I) & Financial Tender (Annexure-II)
5. TECHNICAL TENDER REQUIREMENTS
  - i) The valuer should be specialist in the field of
    - a) Electrical & Electronic items
    - b) Textile items
    - c) Metal Scraps / Waste paper / Old Furnitures
  - ii) The valuer should submit a copy of PAN No. & GST Registration Certificate .
  - iii) The valuer should be a Central Government Chartered Engineer for the purpose of valuation.
  - iv) The valuer should not have been black listed by any Government agency or involved in any offence.

## 6. FINANCIAL TENDER REQUIREMENTS

The valuer shall mention his quotation for valuation work in Indian Rupees ( to be mentioned in figures and words separately).

## 7. SCOPE OF WORK

- i) The Valuer will provide full details of the basis of valuation in their report including physical description and condition of package and storage along with photographs.
- ii) The Valuer will be responsible for the findings, suggestions, implications of their report on the assignments allotted.
- iii) The Valuer will take all necessary steps to ascertain the correct valuation including taking samples if considered necessary.
- iv) The Valuer will maintain secrecy of the work assigned to him and his report on valuation. He shall not divulge any information that he may come across at any stage of valuation to others.

## 8. SUBMISSION OF APPLICATION FOR TENDER FOR VALUATION:

- I) If an individual makes the application, it shall be signed by the proprietor above his full typed written name and current address.
- II) If a proprietary firm makes the application, it shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.
- III) If the application is made by a firm in partnership, it shall be signed by all the partners of the firm above their full typewritten names and current address or alternatively by a partner holding power of attorney shall accompany the application. A certified copy of the partnership deed and current address of all the partners of the firm shall also accompany the application.
- IV) If a limited company or a corporation makes the application, a duly authorized person holding power of attorney for signing the application shall sign it. In such a case a certified copy of the power of attorney shall accompany the application. Such limited company of corporation may be required to furnish satisfactory evidence of its existence before the tender application is filed.
- V) Overwriting should be avoided. Neatly crossing out, initiating, dating and rewriting shall make correction, if any. All pages of the document shall be numbered and submitted as a package with signed letter of transmittal. At no stage use of white ink/fluid or correction pen is used.
- VI) The **last date** for inviting tender for Appointing Approved Valuer **for valuation of disposal of old & unusable furniture / other appliances** may be fixed as 03.00 PM on 04.06.2019(Tuesday).

9. For any further enquiries, Shri V.P.Hari, Superintendent (Ph:9381025110) may be contacted



(C. RAMA PRASADA REDDY)  
ASSISTANT DIRECTOR



## **ANNEXURE**

### **TERMS & CONDITIONS**

1. The Valuer should undertake to inspect the goods with due care and diligence without damaging the goods being inspected.
2. The Valuer should undertake to complete the valuation work, including submission of Valuation Certificate within 10 days from the receipt of intimation of particulars of goods to be valued.
3. On approval of the Tender , the Approved Valuer has to enter into an agreement agreeing to the terms and conditions, swearing to abide by the terms and conditions and other legal requirements.
4. The approval of the Tender does not automatically amount to an appointment or right for an appointment to be made by this office. This office is free to employ any Valuer to claim that he alone should be entrusted with the valuation of the goods.
5. The Valuer shall maintain secrecy of the work assigned to him and his report on valuation. He will not divulge any information that he may come across at any stage of valuation to others.
6. NACIN, Chennai reserves the right to rescind the tender without assigning any reasons.
7. The quoted amount should include the cost of all the activities in the process of valuation. No sum other than the accepted sum along with GST will be paid to the Chartered Engineer / Approved Valuer for the work done and valuation report submitted.
8. Payment will be made only after the submission of Valuation Report.

**TECHNICAL BID DOCUMENT: ANNEXURE - I**

1. Name of the Party :
2. Address :  
(with Tel No., Fax No.)
3. Name & Address of the Proprietor / Partners / Directors :  
(with Mobile No. & E-mail)
4. Contact Person(s) :  
(with Mobile No. & E-mail)
5. No. of years of experience in Service / :
6. Permanent Account Number (PAN) :  
(With documentary evidence)
7. List of Clients (to be enclosed) :
8. Documentary evidence for GST Registration (to be enclosed) :

**DECLARATION**

I hereby certify that the information furnished above is true and correct to the best of my / our knowledge. I understand that in case any deviation is found in the above statement at any stage, I/ we will be blacklisted and will not have any dealing with the Department in future.

(Signature of Authorized Signatory with date)

## FINANCIAL BID DOCUMENT ANNEXURE – II

<b>1</b>	Name of the Party	
<b>2</b>	Address (with Tel No., Fax No.)	
<b>3</b>	Name & Address of the Proprietor / Partners / Directors (with Mobile No. & E-mail) (can be attached separately)	
<b>4</b>	Contact Person(s) (with Mobile No. & E-mail)	
<b>5</b>	Charges for Valuation of <b><u>DISPOSAL OF OLD &amp; UNUSABLE FURNITURE / OTHER APPLIANCES</u></b> (in Rupees) (exclusive of GST)	

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