



SURVEY OF INDIA
UTTARAKHAND & WEST UTTAR PRADESH GEO-DATA CENTER
DEHRADUN

E-TENDER NOTICE
DISPOSAL OF UNSERVICEABLE STORES, INSTRUMENTS, EQUIPMENTS,
FURNITURE & COMPUTERS

Director, Uttarakhand & West Uttar Pradesh Geo-Data Center, Survey of India, Dehradun invites online bids under two bid systems (Technical bid and financial bid) from reputed firms for the disposal of unserviceable stores, instruments, equipments, furniture, computer in as given in Annexure C of the tender document in One lot. Any bidder can bid for one lot.

The details of e-Tender along with complete terms and conditions are available on Survey of India Website www.surveyofindia.gov.in (for reference only) as well as on the NIC portal i.e. <https://eprocure.gov.in/e-procure/app> and be may read out carefully before submitting the bids. Bids received by offline mode are **not** acceptable.

CRITICAL DATES

Publishing date	19-02-2018(16:00 hrs)
Bid Submission Start date	20-02-2018(11:00 hrs)
Bid Submission end date	15-03-2018(11:00 hrs)
Opening date	19-03-2018(11:00 hrs)

For any queries/Clarification on content of Tender document, you may kindly contact, Uttarakhand & West Uttar Pradesh Geo-Data Center , Survey of India, Dehradun at Phone No 0135-2656402 or write to www.surveyofindia.gov.in However, any queries relating to the process of online submission of bids relating to CPP Portal in general may be directed to CPP Portals 24X7 Help Desk Number 0135-2656402

DIRECTOR
UTTARAKHAND & WEST U.P.G.D.C.
DEHRADUN

TERMS & CONDITIONS :-

1. Unserviceable stores, instruments, equipments, furniture, computers pertaining to Uttarakhand & West Uttar Pradesh Geo-Data Center, Survey of India, Dehradun has given in Annexure-C will be sold out on **“As is where is, what is basis”** to the highest offered bidder.
2. The interested bidders will have to send the DD/BG only to tune of Rs 70000/-(Rupees Seventy Thousand) only as security/EMD in favour of Senior Account Officer, CP&AO, Survey of India Dehradun, Uttarakhand to the following address:

**The Director,
Uttarakhand & West Uttar Pradesh Geo-Data Center,
Survey of India, 17-E.C. ROAD,
DEHRADUN (UTTARAKHAND)-248001**

3. The EMD should reach Uttarakhand & West Uttar Pradesh Geo-Data Center, Survey of India, Dehradun before the date opening of the tender otherwise the bid will be considered as nonresponsive. The EMD will be refunded to the unsuccessful bidder except **first highest bidder and second highest bidder**.
4. The unserviceable stores, instruments, equipments, furniture, computers can be inspected on any working day from 22-02-2018 to 16-03-2018 between 10.00 AM to 4.00 PM in the premises of Uttarakhand & West Uttar Pradesh Geo-Data Center, Survey of India, Dehradun.
5. The entire sale /bid value with applicable taxes shall be deposited by the highest bidder within 15 days from the date of issue of sale letter.
6. The possession of unserviceable stores, instruments, equipments, furniture, computers will be given to highest bidder on the receipt of full amount of Bid value after completing all the formalities.
7. The highest bidder shall remove the unserviceable stores, instruments, equipments, furniture, computers **within 15 working days**, the working days at their own cost from the date of issue of sale letter to the highest bidder.
8. In case, if the highest bidder does not lift the unserviceable stores, instruments, equipments, furniture, computers within 15 working days, the bid security/EMD deposited by him shall be forfeited without any communication. Thereafter, unserviceable sores, instruments, equipments, furniture, computers will be offered to the second highest bidder at the price offered by highest acceptable bidder.
9. The highest bidder will have to deposit GST@18% or as applicable on the entire bid amount with the concerned authority and the deposit slip shall be submitted in the Uttarakhand & West Uttar Pradesh Geo-Data Center, Survey of India, Dehradun before seeking for gate pass to lift the unserviceable stores, instruments, equipments, furniture, computers.
10. In case of any dispute arises relating to any aspects of this contract between two parties, the decision of the Director, Uttarakhand & West Uttar Pradesh Geo-Data Center, Survey of India, Dehradun shall be final and binding on the successful/highest bidder.
11. In case the date of opening of tender is declared as a holiday on any account, the opening will be taken place on the next working day.
12. Entire items will be disposed of in One lot as mentioned in the e-Tender notice.
13. The Director, Uttarakhand & West Uttar Pradesh Geo-Data Center, Survey of India, Dehradun reserve the rights to cancel the e-Tender bids without assigning any reason there on.

14. **DOCUMENTS TO BE UPLOADED ON THE PORTAL IN TECHNICAL BID ARE AS UNDER:-**

- a. Scanned copy of EMD.
 - b. Tender acceptance letter (Annexure-B)
 - c. Undertaking for non-blacklisting firm and non-registration of criminal case.
 - d. Scanned copy of latest ITR of the firm.
 - e. Scanned copy of undertaking that the firm will not sublet/transfer the contract to any other firm.
15. **FINANCIAL BID**:- The financial bid shall be filled on- line as per BOQ-Bill of Quantity in One lot of items in given excel format with this tender. The offline financial bids will not be accepted in any case.
16. Instruction on on-line bid submission is given in Annexure- D

DIRECTOR
UTTARAKHAND & WEST U.P.G.D.C.
DEHRADUN

PRICE SCHEDULE**LIST OF UNSERVICEABLE STORES, INSTRUMENTS, EQUIPMENTS,
FURNITURE & COMPUTERS**

LOT NO.	DESCRIPTION OF THE ITEM	UNIT	BASE PRICE (INR)
1	Unserviceable Stores, Instruments, Equipments, Furniture & Computer & Peripherals as given in Annexure C	Per Lot	690000

TENDER ACCEPTANCE LETTER
(TO BE GIVEN ON COMPANY LETTER HEAD)
(ENCLOSE WITH TECHNICAL BID)

Dated: _____

To,

The Director
Uttarakhand & West U.P. GDC
Survey of India
Dehradun.

Sub:- e-TENDER FOR SALE OF UNSERVICEABLE STORES, INSTRUMENTS, EQUIPMENTS, FURNITURE & COMPUTERS ACCEPTANCE OF TERMS & CONDITIONS OF TENDER.

Tender Reference No: _____

Dear Sir,

1. I/We have downloaded the tender document(s) for the above mentioned "Tender/Work" from, the website (s) namely: _____ as per your advertisement given in the above mentioned website(s).
2. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. 1 to 19 (including all documents like Annexure (s), schedule (s) etc.), which form part of the contract agreement and I/We shall abide hereby the terms/ Conditions/ Clause contained therein .
3. The corrigendum (s) issued from time to time by your department/organizations too have also been taken into consideration, while submitting this acceptance letter.
4. I/W hereby unconditionally accept the tender conditions of above mentioned tender document(s)/ corrigendum(s) in its totality/entirely.
5. In case any provisions of this tender are found violated, then your department/organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said Earnest Money Deposit absolutely.

Yours faithfully

(Signature of the Bidder, with Official Seal)

ANNEXURE-C

LIST OF UNSERVICEABLE STORES, INSTRUMENTS, EQUIPMENTS, FURNITURE, COMPUTERS

SL. No.	NAME OF ITEMS	QUANTITY	ROOMS NO.
1	Computer	37	1
2	UPS	45	1
3	Printer (hpdeskjet 649c)	01	1
4	Printer (tvs dot matrix)	01	1
5	Scanner umax power look 2100 xl	01	1
6	Pen drive 2/4gb	09	1
7	Binoculars	127	1
8	Calculators Electronic Assorted	13	1
9	Clinometers in Case	101	1
10	Height Indicators 1:50,000	20	1
11	Iron Shoes for Leveling	20	1
12	Level PT Assorted	25	1
13	Leveling Machines	24	1
14	Leveling Staves	130	1
15	Magnetic Compass in Case	45	1
16	Plum bob	10	1
17	PT Stand	28	1
18	PT Top	129	1
19	Rule Straight Edge 1.0 mtr	2	1
20	Rule Straight Edge 24"	2	1
21	Rule Straight Edge Assorted	7	1
22	Scale Diagonal Assorted	10	1
23	Sight Rule Brass	132	1
24	Theodolites	14	1
25	Umbrella Surveying	58	1
26	Auto Ranger Sl. No. 06E8203	2	1
27	Citation 450 NI SL. No. 009	2	1
28	Distance Measuring Instrument Sl Nos. 0309, 0310	1 Set	1
29	Tellurometer MRA-3 Sl Nos. 1013, 1116	1 Set	1
30	Bar Parallax	3	1
31	Bar Substance	2	1
32	BaromakeTelenometer	2	1
33	Barometer anoroid	11	1
34	Barometer in case	5	1
35	Box Instrument USA Pattern	2	1
36	Battery Pack	1	1
37	Beacon s Triangulation	1	1

38	Bubble Tube in Case	1	1
39	Building Graver	43	1
40	Battery of EDM	1	1
41	Chain Steel 66 ft/20 mtr	100	1
42	Chain Steel 100 ft/30 mtr	82	1
43	Chain Ordinary 110 ft	110	1
44	Chronometer Mean Time Pocket Watch	1	1
45	Clino Pole	4	1
46	Compass Beam Telescope	3	2
47	Compass Beam Wooden in Case	27	2
48	Compass bow Pen(Circle Pen)	141	2
49	Compass bow Pump in Case	40	2
50	Compass Iron for BMs	103	2
51	Covers Pane Table SOI Pattern	20	2
52	Chain Steel Band 100 ft/30 mtr	80	2
53	Chain Steel Band 66 ft/20 mtr	57	2
54	Chain Crino line	13	2
55	Compass Magnetic Pocket	28	2
56	Compass Magnetic rectangle in case	65	2
57	Compass Prismatic liquid	2	2
58	Compass Prismatic Non liquid	25	2
59	Compass Proportional	205	2
60	Compass steel 1 mtr.	5	2
61	Cup Enameled	57	2
62	Curve French set	5	2
63	Divider	150	2
64	Divider hair Spring (Divider Small)	130	2
65	Docket Punch	14	2
66	Electric Dotter	27	2
67	Glass magnifying	10	2
68	Grinding Machine	1	2
69	Glass minifying	6	2
70	Hand Dotter	79	2
71	Hand Press Machine	32	2
72	Hand Punch Blade	10	2
73	Machine Ammonia Print No. G-101	1	2
74	Helio Troops assorted	31	2
75	Helio Troops Tribreaker	5	2
76	Hones	35	2
77	Hope Lettering Stencil Set	1	2
78	Holdall Empty Canvas	33	2

79	Hunter Short Base	10	2
80	Instrument Box II Short	4	2
81	Jumini Lettering Set	1	2
82	Level Sprit 2"	56	2
83	Line Measuring Microscope Large/Small	30	2
84	Line Pen	179	2
85	Linen Tester	88	2
86	Machine Calculating Pocket (Calculator)	24	2
87	Machine Printer,Scanner,Fax,Copier	1	2
88	Machine Duplicating	4	2
89	Machine Shredder 80s	2	2
90	Magnetic Bar in case	8	2
91	Mending Stone	5	2
92	Micro System 1121 Electronic Desk calculator	1	2
93	Needle Sharpner Cannon Type	13	3
94	Optical Square	41	3
95	Pantograph in Box	7	3
96	Pen Drawing Curve	119	3
97	Pen Drawing Double (Road Pen)	42	3
98	Pen Type Graver	95	3
99	Pen Type Knife	76	3
100	Planimeter	9	3
101	Plier Nose	1	3
102	Pricker	148	3
103	Protractor Semi Circle	10	3
104	Punching Machine (Hand Punch with Cutter)	14	3
105	Registration stud	162	3
106	Rigid Graver	101	3
107	Rule Ebonite/Vulcanite 18" & 24"	119	3
108	Rule Parallel 6"	131	3
109	Rule rolling Ebony 12"	2	3
110	Rule Rolling Electrum 12"	1	3
111	Rule Rolling Parallel 18"	2	3
112	Rule Rolling Parallel 30"	1	3
113	Rule Slide 10"	8	3
114	Rule Slide 20"	1	3
115	Rule Slide 5"	1	3
116	Rule Straight Edge 1 mtr	5	3
117	Rule Straight Edge 1.5 mtr.	7	3
118	Rule Straight Edge 42"	1	3
119	Plane Table Screw	60	3

120	Plane Table Washer	100	3
121	Rule Straight Edge metal 24"	7	3
122	Rule Straight Edge metal 48"	4	3
123	Rule Vulcanite 6"	5	3
124	Scale Diagonal 1 mtr.	18	3
125	Scale Diagonal 24 "	7	3
126	Scale Diagonal 36"	4	3
127	Scale Diagonal 42/48"	5	3
128	Scale Diagonal Brass 6"=1mile	3	3
129	Scale Marques Electrum	10	3
130	Scale Marques Wooden in Case	4	3
131	Scale Measuring Involved mtr. & Inch	4	3
132	Scale Parallax 160 mm	11	3
133	Scale Parallax 300 mm	12	3
134	Scissors	130	3
135	Set Square 45	12	3
136	Set Square 60	42	3
137	Set Square Large in Box	2	3
138	Snake Bite Lancet	75	3
139	Stencil Map MIO	6	3
140	Stereo Scope Fair Child	1	3
141	Stereo Scope MIO Mirror Folding	20	4
142	Stereo Scope with Legs	46	4
143	Stereo Scope Ziess Pattern Pocket	165	4
144	T Square Wooden	1	4
145	Tape Linen 30 mtr.	4	4
146	Tape Steel/ Linen 30 mtr.	9	4
147	Thermometer Chemical	21	4
148	Thermometer Min & Max	1	4
149	USGS Zig	5	4
150	Vending Machine	1	4
151	Watch Chronometer	5	4
152	Watch Stop/Time Piece	8	4
153	Watch/ Clock Tell Tap	1	4
154	Slotted Template Cutter	1	4
155	Screw Clamping PT	10	4
156	Tape Hunter Short Base	4	4
157	Thermometer Clinical	134	4
158	Chain Pins	1342	4
159	Radial Sector	3	4
160	Scale Flat 10" Meters And Yards Ivory	2	4

161	Stand Plane Table RE Pattern	17	4
162	Sight Rule Metal Brass 18"	6	4
163	Sight Rule Metal Brass 24" and 28"	37	4
164	Rule Steel Small	1	4
165	Rule Straight Edge 30 "	1	4
166	Protractor Rectangle Metal 6 "	84	4
167	Protractor Ivory Rectangle 6 "	67	4
168	Protractor Rect. Brass Solid	3	4
169	Pen Type Fine Line Graver	6	4
170	Pen Holder Scriber with Cutter	3	4
171	Punching Machine /Punch	15	4
172	Rule Straight Edge 36 " in Box	4	4
173	Rule Parallel Roller 24 "	18	4
174	Sight Rule Wooden 30 "	1	4
175	Swil Graver	31	4
176	Stand Wild Type (Roorkee) with Clamping	3	4
177	Straight Line Graver	35	4
178	Swil Knife Needle/Blade Type	50	4
179	Sharpning Device	14	4
180	Scale Diagonal Brass 6"	1	4
181	Scale Steel Ordinary 1.0 meters	1	4
182	Scale Diagonal 1.5 meters	2	4
183	Scale Prepex Metre Map	1	4
184	Stand for Glass Magnifying	2	4
185	Tape Measuring Metalic/Linen 20 mtr.	3	4
186	Tape Inver 100 feet in Wooden Box	1	5
187	Travers Staves	33	5
188	Tape Measuring Steel 50 feet/20 mtr	2	5
189	Weight Lead 24 Oz	127	5
190	Weight Lead 12 Oz	207	5
191	Rule Wooden 24"/18"/12	10	5
192	Canon (Scribing Tool)	1	5
193	Plummet	68	5
194	Angeethi	79	5
195	Axes Country Assorted	110	5
196	Badges Brass for Peon	190	5
197	Badges chest	98	5
198	Bag Cash Cloth	68	5
199	Bag Kit	1	5
200	Balance Spring 25/50lbs	11	5
201	Ballam	2	5

202	Basula	1	5
203	Bell Gong	7	5
204	Belt Cloth Red	52	5
205	Box for Petromax	7	5
206	Box for Surveyor Wooden (30"x12"x14")	42	5
207	Box Steel 40x20x20	4	5
208	Box Wooden Large	1	5
209	Boxes Hinged Wooden (30"x24"x18")	53	5
210	Bucket Fire	36	5
211	Bucket Zinc	184	5
212	Bicycles	6	5
213	Cash Chest Godrej Steel	9	5
214	Cash Chest wooden Small	2	5
215	Ceiling Fan	3	5
216	Chain for Treasure	214	5
217	Chakli for Well	1	5
218	Chhagal	74	5
219	Chisel	92	5
220	Chonga Tin Assorted	137	5
221	Circular Balance 100 kg	2	5
222	Cork Screw	13	5
223	Cot Folding Steel	5	5
224	Crow Bar	53	5
225	Daos	80	5
226	Degchi for Paste	2	5
227	Dinner Set	1	5
228	Drum Water	170	5
229	Empty Petro Barrel	11	5
230	Entrenching Tool	26	5
231	Exhaust Fan	1	5
232	Fan Pedestal	18	5
233	File Bag	1	5
234	Fire & Burglar Safe	1	5
235	Fire Bucket Stand	7	5
236	Fire Stand of wall for Fire Extinguisher wooden	10	6
237	Khurpi	25	6
238	Hammer Large	17	6
239	Hammer Small	828	6
240	Hand Drill	1	6
241	Hand Pump with GI Pipe	7	6
242	Haver Sack	152	6

243	Heater Electric	3	6
244	Hot Case	7	6
245	Hot Water bag	16	6
246	Ice Axe	68	6
247	Jeri cane Iron 20 Ltr.	17	6
248	Lamp Petromex	32	6
249	Lantern Hurricane	128	6
250	Light Emergency	8	6
251	Medicine Chest for Officer	37	6
252	Mosquito Net	144	6
253	Mule Trunk with Tray	2	6
254	Needle Packing	83	6
255	Nail Puller	6	6
256	Oxygen Gas Cylinder	6	6
257	PA System	1 Set	6
258	Packing Case Assorted	2	6
259	Pad Lock Assorted	157	6
260	Pakhal Canvas	1	6
261	Pharwa	83	6
262	Pick Axe	58	6
263	Pipe Wrench	1	6
264	Pliers	30	6
265	Pressure Cooker	31	6
266	Pressure Stove Assorted	12	6
267	PT Box Steel	29	6
268	Rain Coat	60	6
269	Rat Case	1	6
270	Rope Climbing	35	6
271	Rulers Round 75 cm	6	6
272	Screw Driver Small	40	6
273	Shovel with Handle	22	6
274	Snow Sun Goggles	109	6
275	Steel Box Large	12	6
276	Steel Pan (Urinal)	2	6
277	Steel Trunk All Size	122	6
278	Stencil Plates	33	6
279	Stencil Plates 27 Party	1	6
280	Table Lamp Kerosene	5	6
291	Table Lamp electric	10	7
292	Tasla Steel Pan	6	7
293	Thermos Flask	8	7

294	Thumb impression Outfit	7	7
295	Torch Assorted	70	7
296	Travelling Kit	1	7
297	Tray Iron for Angithee	51	7
298	Trestle Ion/Wooden	93	7
299	Triangular File	1	7
300	Treasure Chest Wooden	5	7
301	Tweezers	32	7
302	Umbrella Country	116	7
303	Vacuum Cleaner(Modi Hoover)	1	7
304	VIP Briefcase	8	7
305	Water Bottle	58	7
306	Water Filter	11	7
307	Water Pot Stainless Steel	2	7
308	Pump for Cycle	1	7
309	Water tank 30x12x12	1	7
310	Weighing Scale With Weight	4	7
311	Weight 1 Seer	13	7
312	Weight Metric set	1	7
313	Chair Cushion	20	7
314	Crow Feet	143	7
315	Electric Invertor 100W 12 V	2	7
316	George Everest Momento	1	7
317	Almirah Steel Small	11	7
318	Chair with Arm Wooden	181	7
319	Chair without Arm Wooden	4	7
320	Chair Steel Camp Folding	65	7
321	Chair Nestle Type	76	7
322	Chair Office Tubular	169	7
323	Godrej Computer Chair (Revolving)	82	7
324	Rack Steel Folding for Store (Large)	18	7
325	Stool Folding Iron legs, with Top	91	7
326	Rack Steel Adjustable small for Files (Small)	17	8
327	Stool Canvas Folding	18	8
328	Stool D/M Locker Type	155	8
329	Rack Book Folding	5	8
330	Table Godrej Folding Camp	72	8
331	Table Office with Two Drawer	4	8
332	Table Secretariate with Sunmica Top	1	8
333	Table Camp Folding Wooden	17	8
334	Table Office Steel	2	8

335	Bench Wooden	1	8
336	Blanket Woolen	268	8
337	B.D. Blouse	82	8
338	B.D. Trouser	44	8
339	Boot Ammunition	66 Pairs	8
340	Boot Jungle	148 Pairs	8
341	Cap Balclava	113	8
342	Boot Climbing	1 Pair	8
343	Boot Arctic	25 Pairs	8
344	Coat Khadi Khaki	18 Pairs	8
345	Gloves Woolen	59 Pairs	8
346	Great Coat	23 Pairs	8
347	Gum Boot	14 Pairs	8
348	Sleeping Bag	44	8
349	Under Pant Woolen	71	8
350	Waist Coat Padded	50	8
351	Wind Proof Trousers	3	8
352	Patti Woollen Khaki	40	8
353	Pagari Khaki	3	8
354	Coat Parkar	39	8
335	Mattress Kapok	15	8
356	Pant Khaki Khadi	5	8
357	Pant Woolens	4	8
358	Jersey Woolen	200	8
359	Socks Woolen	147 Pairs	8
360	Cap White/Khaki	42	8
361	Coat/Bushshirt Khaki/Khadi	232	8
362	Blanket VIP	4	9
363	Angle Iron Tent Pegs (35x35x4 mm)	1129	9
364	Chick for Tents	2	9
365	Durry 12x6	5	9
366	Durry 13x7	5	9
367	Durry 16x8	2	9
368	Durry for B Tent, 12'x12'	12	9
369	Durry for E Tent, 9'x9'	50	9
370	Durry for I Tent, 8'x8'	65	9
371	Durry for Z Tent 16'x16'	1	9
372	Durry G Tent	12	9
373	Durry F Tent, 8'x7'	34	9
374	Iron Pegs for Tents	20371	9
375	Tarpaulin Assorted	90	9

376	Tent 'I'	48	9
377	Tent 'K'	29	9
378	Tent 'B'	2	9
379	Tent 'D'	4	9
380	Ground Sheet	20	9
391	Tent 'E'	45	9
392	Tent 'F'	19	9
393	Tent Arctic	31	9
394	Tent IP Hill	1	9
395	Tent Weather Screen	1 Set of 76 Fly	9
396	Wooden Peg	155	9
397	Tent 'E' Inner Fly	2	9
398	Ash Tray	12	9
399	Apron Table	12	9
400	Change Over Switch	6	9
401	Camp Wash Basin cum Towel Stand	1	9
402	Emersion Rod	1	9
403	Electric Meter	1	9
404	Flit Pump	4	9
405	Kettle Aluminum	2	9
406	Latrine Pot	10	9
407	whistle	2	9
408	Plastic Tray	1	10
409	Takhat Wooden	1	10
410	Tray Iron for File	16	10
411	Tape White Cotton	800 Mtrs.	10
412	Lamp Infrared	1	10
413	Steel Tray for Dinner set	2	10
414	Spoon	44	10
415	Steel Katori	29	10
416	Steel Service Spoon	8	10
417	Steel Plate	14	10
418	Rope Loading	18 Kg	10
419	Sign Board	23	10
420	Drum Plastic	3	10
421	Flit Pump	2	10
422	G.I. Pipe for Hand Pump	90 Feet	10
423	Clip Board	9	10
424	Steel Donga	8	10
425	Chain Iron	20 Mtrs.	10
426	Floor Jut Mating 12x12	3	10

427	Floor Mat 10x8	1	10
428	Face Mask Tubing	6	10
429	G.I. Wire	32 Kg	10
430	Glass Cutter	1	10
431	Leather for Type Founts Cleaning	10	10
432	Steel Mug	5	10
433	Measurement for 1 ltr.	2	10
434	Kanghi Iron	1	10
435	Scale Card Board	6	10
436	Steel Palta	1	10
437	Steel Rice Plate	2	10
438	Invertor 12 volt	2	10
439	Amplifier	1	10
440	Aqua Guard Purifier cum Cooler	2	10
441	Ammonia Developing Box	1	10
442	Cooler Desert	9	10
443	Dark Room Timer	1	10
444	Drill Machine	1	10
445	Drum Water	6	10
446	Fan Wall	10	10
447	Fax Machine	3	10
448	Fire Extinguisher Soda	13	10
449	Fire Extinguisher CTC	1	10
450	Gas Petromax	11	10
451	Heat Blower	3	10
452	Heater	22	10
453	Inverter	1	11
454	Iron Pan (Tasla)	3	11
455	Lota Aluminum	6	11
456	Ruck Sack	1	11
457	Sale Light Box	2	11
458	Stabilizer	2	11
459	Table Lamp	7	11
460	Tin Cutter	2	11
461	Tool for Carpenter	1 Set (40 Nos.)	11
462	Wall Clock	11	11
463	Water Tank	2	11
464	Weighing Scale Electronic	1	11
465	Fire Extinguisher Co2	3	11
466	Silk Screen Machine	1	11
467	Key Box	2	11

468	Ladder	2	11
469	Almirah Steel Large	35	11
470	Almirah Wooden	36	11
471	Box Wooden	28	11
472	Bench Wooden	1	11
473	Chair Steel	2	11
474	Lecture Stand	1	11
475	Notice Board (Board Large Assorted)	15	11
476	Table Steel Office	12	11
477	Rack Steel	12	11
478	Rack Wooden Office	46	11
479	Stool Peon	56	11
480	Showcase	1	11
491	Table Wooden Assorted	251	11
492	Table Steel Camp Folding	17	11
493	Tray wooden for Type Fonts	22	11
494	Wash Basin Stand/Pitcher Stand	6	11
495	Table Computer	5	11
496	Book Case with Sliding Glass	3	11
497	Filing Cabinet 4 Drawer	3	11
498	Mapping Cabinet Steel	3	11
499	Cot Steel (Non Folding)	6	11
500	Tent Class 'A'	1	11
501	Durry Tent D	3	11

INSTRUCTION ON ON -LINE BID SUBMISSION

As per the directives of Department of Expenditure, Ministry of Finance, Govt. of India, this tender document has been published on the Central Public Procurement Portal([URL:http://eprocure.gov.in](http://eprocure.gov.in)). The bidders are required to submit soft copies of their bids electronically on the CPP portal, using valid Digital Signature Certificates. The instruction given below are meant to assist the bidders in registering on the CPP Portal, Prepare their bids in accordance with the requirements and submitting their bids online on the CPP portal. More information useful for submitting online bids on the CPP Portal may be obtained at:<https://eprocure.gov.in/eprocure/app>

REGISTRATION:-

- i) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal : <https://eprocure.gov.in/eprocure/app> by clicking on the link” **Click here to Enroll**” on the CPP Portal. Registration is free of charge.
- ii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- iii) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- iv) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/NIC/(n)Code/e-Mudhra /Capricorn etc.), with their profile.
- v) Only one valid DSC SHOULD BE REGISTERED BY BIDDER. Please note that the bidders are responsible to ensure that they do not lend their DSC “s to others which may lead to misuse.
- vi) Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC/e-Token

SEARCHING FOR TENDER DOCUMENTS :-

- i) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tenders published on the CPP Portal.
- ii) Once the bidders have selected the tenders they are interested in they may download the required documents/tenders schedules. These tenders can be moved to the respective “My Tenders folder. This would enable the CPP Portal to intimate the bidders through SMS/e-mail in case there is any corrigendum issued to the tender document.
- iii) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

PREPARATION OF BIDS :-

- i) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- ii) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- iii) Bidder, in advance should get ready the bid documents to be submitted as indicated in the tender document/Schedule and generally, they can be in PDF/XLS/RAR formats. Bid document may be scanned with 100 dpi.
- iv) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as part of every bid. A provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificate etc.) has been provided to the bidders. Bidders can use “My Space” are available to them to upload such documents. These documents may be directly submitted from the “My Space” area while

submitting a bid, and need not be uploaded again and again, this will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS:-

- i) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be solely responsible for any delay due to other issues.
- ii) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iii) Bidder has to select the payment option as “offline” to pay the tender fee/EMD as applicable and enter details of the instrument.
- iv) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to Tender inviting Office i.e. The Senior Account Officer, CP&AO, Survey of India, Dehradun, Uttarakhand, DehraDun-248001, latest by the last date of bid submission along with the Technical Bid. The details of the DD/any other accepted **instrument**, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- v) BOQ provided with tender document (Excel sheet) format to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in online excel format provided with this tender and no other format is acceptable.
- vi) Bidders are required to download the BOQ provided with tender document (excel sheet) file, open it and complete the coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed. The bidder should save it and submit it online, without changing the filename in the respective cover. If BOQ provided with tender document (excel sheet) file is found to be modified by the bidder, the bid will be rejected.
- vii) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- viii) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- ix) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- x) Upon the successful and timely submissions of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date& time of submission of the bid with all other relevant details.
- xi) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meeting.

ASSISTANCE TO BIDDERS :-

- i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- ii) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24X7 CPP Portal Helpdesk. The contact number for the helpdesk is 180030702232.