



THE MYSORE PAPER MILLS LIMITED
MATERIALS DIVISION,



PAPER TOWN P.O., BHADRAVATI – 577 302, KARNATAKA, INDIA

Tel: +91 (8282) 271897; 270833 Fax: 270937. Email: mpmpurchase@gmail.com
CIN: L99999KA1936SGC000173

SINGLE PART TENDER DOCUMENT

for

SALE DISPOSAL OF LUBRICANTS

Tender Notification No.	: FMT/9526 /DSI/16 dt: 20.02.2017
Tender Document Fee	: Rs. 250/- .
Start of Sale of Tender Document/ downloading from website	: 22.02.2017 onwards.
Last date & Time for Sale of Tender Document	: 15.03.2017 at 1.00 P.M.
Last date for Receipt of Tender	: 15.03.2017 before 3.00 P.M.
Date and Time of Tender opening	: 15.03.2017 at 3.30 PM

Ref. No.

Dt: _____

To:

The Assistant General Manager(Materials) i/c
The Mysore Paper Mills Ltd.,
BHADRAVATI - 577 302

Dear Sir,

Sub: - Sale Disposal of Lubricants on 'AS IS WHERE IS BASIS'
Ref: - Your Tender No.FMT/9526 /DSI/16 dt: 20.02.2017.

I /we have read and understood the Terms and Conditions of the above tender and agree for the same. In response to above mentioned tender I/we hereby quote our rates as mentioned below:

SCHEDULE OF RATE LIST

Sl. No.	Items	UNIT	Quantity	Rate Rs.	Amount (Qty x Rate)
1	Lube Oil Servo Gear HP 90 (IOC)/ G Oil EP 90 (Hp)	Ltr	1470		
2	Lube Oil Servo Gear HP 140 (IOC)	Ltr	210		
3	Servo System 46	Ltr	5460		
4	Servo System SM 85 (CRUSHWELL 2)	Ltr	4410		
5	Servo Lube Oil SERVOCYL C 460 CYNDOL TC 460 (HP)	Ltr	2730		
6	Grease Servo Gem 3/ LITHON -3 (HP)	Kg	840		
7	Grease Servo Gem EP1/ LITHON - EP 1 (HP)	Kg	1680		
8	Grease Servo Gem EP2/ LITHON - EP 2 (HP)	Kg	1680		
9	Servocut S	Ltr	210		
10	Lube Oil Servo Mesh SP 150 (I O C) PARTHAN EP 150 (HP)	Ltr	4410		
11	Lube Oil Servo Mesh SP 257/220 (IOC) PARTHAN EP 220 (HP)	Ltr	2310		
12	Lube Oil Servo Coat 120 (IOC) Servo Coat - 120 (HYTAK -1) -(HP)	Ltr	840		
13	Servo Prime 46 T	Ltr	2310		
14	Lube Oil Servo System 68 (IOC) ENCLO 68 (HP)	Ltr	2310		
15	Lube Oil Servo System 150 (IOC) ENKLO 150 (HP)	Ltr	2940		
16	Servo System 320	Ltr	3780		
17	Lube Oil Servo Ultra 10 (IOC) HY-X-3-10 W (HP)	Ltr	840		
18	Transmission Oil SAE 30 (IOC)/ P GLIDE -C430 (HP) (in 210 ltr. Std Pkg)	Ltr	840		

- 1) The above rates quoted are Ex- MPM storage yard on as is where is basis and are exclusive of taxes and duties, loading, transportation etc.
- 2) **100% Payment will be made as advance with in 10 days from the date of order.**
- 3) Time required for lifting of entire quoted quantity: _____ days.
- 4) Validity of the offer: 45 days from the due date.

Thanking you,

Yours faithfully

For

(Signature of the Tenderer)

Name & Designation :

Address: -

Phone No.

Mobile No.

e-mail id:

PAN No.:

INSTRUCTIONS TO TENDERERS [ITT]

- 1) Prospective tenderers are advised to visit the Mills premises and carefully study the working conditions/inspect the materials before submitting their quotation. The tenderers are advised to visit the mills, take sample for their verification of quality before giving the quotation. The Purchaser should ensure the quality aspects before giving the quotation and MPM will not entertain any disputes on quality at a later date.
- 2) The tender document will be sold from 22.02.2017 onwards and up to 1.00 PM on 15.03.2017. Filled tender form will be received up to 3.00 PM on 15.03.2017. The tenderers are requested to deposit the **Tender Document Fee of Rs.250/-** at MPM cash counter / furnish DD in the name of "The Mysore paper Mills Ltd.," payable at Bhadravati and obtain the tender document. Tenderers who download tender from **mpm website: www.mpm.co.in** may send the tender document fee (by DD) prior hand or along with their quotation failing which their offer will be rejected. Late receipt of tender documents will not be accepted under any circumstances. **The tenderers are also requested to keep watching the above website to note any amendment/corrigendum issued to the tender. No separate notification will be issued.**
- 3) Tender Form should be accompanied with **Earnest Money Deposit of Rs.65,000/-**. The EMD should be paid by way of Bank Demand Draft drawn on any Scheduled Bank functioning at Bhadravati, drawn in favour of "The Mysore Paper Mills Limited, Bhadravati", Karnataka State. The tender forms not accompanied with prescribed EMD will be rejected without further notice. In case of successful tenderers, EMD would be returned by way of Mills cheque after satisfactory completion of order. Pending EMD/Security Deposit amount against any tender work/Contract with Mill will not be adjusted against this or any other tender. Please ensure to submit fresh EMD along with the tender or otherwise the offer is liable to be rejected.
- 4) The tenderers are advised to quote their best rates as there may not be any negotiations.
- 5) The tender would be opened in front of the tenderers at 3.30 PM on **15.03.2017**. All the tenderers are requested to attend or depute their authorized and competent persons to attend opening of the tender and also to offer any clarification if needed.
- 6) Your tenders/Quotations should be valid for acceptance for a period of Thirty (30) days from the date of opening.
- 7) The Mills reserve the right to accept or reject all or any of the tender and also to waive, modify any or all condition stipulated in the Tender Notification without assigning any reasons whatsoever and also award the same work to more than one Purchaser.
- 8) Tenderers are advised to study the document thoroughly and furnish the relevant information and copies of documents, failing which the offers are liable for rejection.
- 9) **SELECTION CRITERIA (EVALUATION):** "Evaluation will be done for each of the items. "**Highest offer**" for each of the items will be considered for award of contract for each of the items. Tenderers may quote for part quantity also. In case the H1 tenderer has quoted for part quantity, MPM reserves the right to order for H2 tenderer and so on for the balance quantity with or without negotiations. MPM reserves the right to order full / part quantity on one or more tenderers.
- 10) Tenderers should give their full name, correct address and all information required in the tender form. They shall affix full signature on the tender form at appropriate place. In case the tender is to be given in the name of the Company/Firm/Association, then the person signing the tender should obtain a Power of Attorney issued by the Competent Authority and attach the same to the tender.

Sd/-
Asst. Gen. Manager (Matls) i/c

TERMS AND CONDITIONS

The Mysore Paper Mills Limited, is a premier Government of Karnataka Undertaking manufacturing high quality of writing and printing paper. It is presently holding a surplus quantity of Lubricants which are kept for disposal on "AS IS WHERE IS" basis.

1.0 MATERIALS FOR DISPOSAL

1.1 MATERIAL AND SCOPE OF DISPOSAL :

The List of materials and the estimated quantity covered in the tender is as below:

Sl. No.	Items	UNIT	Quantity
1	Lube Oil Servo Gear HP 90 (IOC)/ G Oil EP 90 (Hp)	Ltr	1470
2	Lube Oil Servo Gear HP 140 (IOC)	Ltr	210
3	Servo System 46	Ltr	5460
4	Servo System SM 85 (CRUSHWELL 2)	Ltr	4410
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- 1.2. The Technical Specifications indicated in this tender are only indicative for the information of Purchasers and will not bind MPM in any manner. The tenderers may note that the materials kept for disposal are only on "**As is where is basis**". The tenderers are advised to visit the mills, take sample for their verification of quality before giving the quotation. The Purchaser should ensure the quality aspects before giving the quotation and MPM will not entertain any disputes on quality.
- 1.3. The Purchaser will have to arrange for loading and transportation of the material only after advance payment.
- 1.4. Expeditious lifting of the Material without affecting any of our Mills activities and maintenance of cleanliness of the Mills is the essence of this Disposal Order. The entire quantity of material will have to be lifted as per instruction of Reporting authority. Therefore the Purchaser is required to deploy sufficient manpower and trucks for transportation of material.

- 1.5. Repacking of Material: The Purchaser, at his discretion, can also repack the available material at his cost before lifting the same from MPM.
- 1.6. **Estimated Quantity:-** The quantity indicated in this tender is only approximate. Any variation in the quantity will not be subject matter of dispute or litigation.

2.0 RATE :

The QUOTED rates shall be on **Ex-MPM basis exclusive of all taxes, duties or any other Statutory levies** which shall be extra at the prevailing rate to the account of purchaser. Loading, transportation, unloading, transit insurance shall be arranged by Purchaser and will be to the account of Purchaser.

3.0 PAYMENT TERMS :

The Purchaser is required to deposit 100% payments in advance towards the cost of material along with applicable taxes, duties, levies etc., by way of DD drawn in favour of Mysore Paper Mills Ltd., payable at Bhadravathi or RTGS. The payment should be made by Purchaser within 10 days from the date of order. All payments shall be made before transportation of material out of the factory premises. No material will be given to Purchaser without the advance amount being available at MPM..

In case the quantity available exceeds the order quantity, Purchaser has to pay for the balance quantity and lift the material. After the completion of the quantity, any left over amount will be returned to the Buyer.

Delay in remittance of advance payment will lead to termination of the order/ termination of the order with blacklisting of the firm/ levy of 18% interest per annum at the sole discretion of MPM.

4.0 SECURITY DEPOSIT / EMD :

- 4.1. **The EMD of Rs. 65,000/-** paid along with the tender will be converted as **Security Deposit**.
- 4.2. The Security Deposit shall not bear any interest so long as it is held by the company as the Security Deposit.
- 4.3. Any unpaid claims, dues, debts penalties etc., payable by you to the company will be recovered from the Security Deposit returnable to Purchaser.
- 4.4. Also, in case of violation of any terms and conditions or trade practice or for unsatisfactory work the Security Deposit is liable for forfeiture.
- 4.5. The Security Deposit retained by the company will be returned only after satisfactory execution of the Sale Disposal Order.
- 4.6. Security Deposit shall not be adjusted towards advance payment of the cost of the materials to be collected.

5.0 CONTRACT PERIOD:

The Sale Disposal Order will be VALID up to 30 days from the date of order. The entire quantity will have to be lifted within the validity period. Further extension if any shall be permitted at the same rate, terms and conditions at the discretion of the MPM Management.

6.0 REPORTING AUTHORITY:

6.1 For day-to-day Sale/Collection of material, the Purchaser will take necessary instructions from Sr. Manager (Stores) i/c, or their authorised representatives.

7.0 WEIGHMENT:

The Weighment/ measurement recorded at MPM weighbridge is final and binding on both the parties.

8.0 PENALTY:

8.1 In case the Purchaser fails to collect and remove the material in time or violate any terms and conditions of this sale disposal order or violate instructions of the Reporting Authority MPM reserves the right at its discretion to levy suitable penalty and/or to get the work done or to dispose off the material to any other agency at the prevailing rates and loss or damages suffered in such event will be debited to Purchasers account.

8.2 The non-satisfactory work on the part of the Purchaser may also lead to BLACKLISTING of the Purchaser and also forfeiture of EMD/Security Deposit.

8.3 In case of failure on the part of the Purchaser MPM also reserve the right to cancel the order in part or full and or to get the item disposed to an alternative agency at the entire risk and cost of the Purchaser.

8.4 Purchaser failing to remove the material as per the instructions of Reporting Authorities would also lead to forfeiture of EMD / Security Deposit.

9.0 OTHER CONDITIONS:

9.1 The MPM will not be responsible for any loss/damage caused to the Purchasers men or property while engaged in above Sale Disposal activities.

9.2 Any losses or damages caused to the MPM during Sale Disposal activities will be chargeable to the Purchaser. The Sale Disposal of the subject materials sold is on ' AS IS WHERE IS' basis. If the Purchaser wishes to clean/dust out he may do at his own cost.

9.3 Care should be taken to see that the surrounding equipment buildings etc., are not damaged and in case of loss or damages, the cost shall be borne by the Purchaser.

9.4 The Purchaser shall ensure that laborer employed by him are confined to the working spot allotted to them and any accident to his employees while on duty, purchaser shall be fully responsible and Mysore Paper Mill will not responsible for the same. Necessary insurance will have to be taken by the Purchaser.

9.5 The Purchaser shall be personally liable towards statutory obligations including any insurance for their workmen, in respect of the laborers engaged by him in due performance of the Purchase activities.

9.6 The Purchaser shall obtain necessary passes from the Security Officer for his worker or employees.

- 9.7 The Purchaser shall furnish the list of workers engaged by him in the factory premises (including addition or deletion to the list) for his purchase activities to the Indl. Relations Officer.
- 9.8 The Entry/Exit of the Purchaser's employees/workers shall be only as per the direction of the Reporting Authority and against permit issued. The physical checking of personnel as necessary shall be done while leaving work places.
- 9.9 The Collection and removal of the above said materials has to be arranged to the satisfaction of Reporting Authority.
- 9.10 Any materials brought by the Purchaser should be registered in the Security Office before the same is being brought inside the Mills.
- 9.11 All safety precautions should be followed while executing the sale disposal order.
- 9.12 The Purchaser should remove the material as per the instructions of Reporting authority and keep the places clean and tidy failing which suitable penalty would be levied at the discretion of the Reporting Authority.
- 9.13 Any injury or injuries to MPM personnel caused by the Purchaser of his men, the Purchaser will be held responsible and all the expenditure towards the treatment of such injured employee shall be to the account of the Purchaser.
- 9.14 The Purchaser shall not remove any materials other than what is specified in the Sale Order.
- 9.15 Sale Disposal order does not give the entire right over the material to the Purchaser. The owner will have right to keep any material with them.
- 9.16 The Purchaser shall not employ any labour below 18 years of age and above 60 years.
- 9.17 The Purchaser will have to make his own arrangement at his own cost for Loading and Transportation of the materials from MPM site. The truck driver who enter our Mills Gate should possess valid driving License and Valid Emission Certificate.

Sd/-
Asst. General Manager (Matls) i/c