



Delhi Regional Office:F 8-11 Jhandewalan Flatted Factories Complex,Rani Jhansi Road,New Delhi-55
GSTIN: 07AAACM1433E1Z1 PAN: AAACM1433E CIN: L51909DL1963GOI004033

Disclaimer: The below mentioned list is inclusive/illustrative and not exhaustive

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

TENDER NO: MMTC/DRO/A&H UNIT/AgCl/001/2021-22

**TENDER FOR SALE OF ACCUMULATED SILVER CHLORIDE IN ASSAYING AND
HALLMARKING UNIT (Approximate Weight 20.852 kG)**

MMTC Limited invites bids from relevant firms for Sale of accumulated Silver Chloride residue on “as is where is” basis at the Assaying and Hallmarking Unit at Delhi Regional Office at Jhandewalan.

Important Dates

Publishing Date of Tender – 21.04.2022 16:30 Hours
Submission Start Date – 22.04.2022 11:00 Hours
Submission End Date – 16.05.2022 15:00 Hours
Bids Opening Date – 16.05.2022 15:30 Hours

TENDER NO: MMTC/DRO/A&H UNIT/AgCl/001/2021-22

KEY DETAILS OF THE TENDER

Tender Number	MMTC/DRO/A&H UNIT/AgCl/001/2021-22
Name of Work	TENDER FOR SALE OF ACCUMULATED SILVER CHLORIDE IN ASSAYING AND HALLMARKING UNIT(Approximate Weight 20.852 kg)
Mode of submission of technical bid/EOI	Online / Physical mode of submission
Mode of submission of price/financial bid	Online /Physical Mode of submission
Last date and time of Submission of bids	16.05.2022 15:00 Hours
Tender Security Amount (EMD)	Rs 25000 in the Form of Bank Transfer/DD
Date and Time of Pre Bid Meeting	
Last date of issuing addendum/corrigendum (if any)	As and when necessary
Last date and time of submission tender online	16.05.2022 15.00 Hours
Date and time of opening of technical bid	16.05.2022 15:30 Hours
Date and time of opening of price/financial bid	16.05.2022 15:30 Hours

TENDER FOR SALE OF ACCUMULATED SILVER CHLORIDE IN ASSAYING AND HALLMARKING UNIT

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1 LETTER OF INVITATION

MMTC Limited invites bids from relevant firms for Sale of accumulated Silver Chloride residue on “as is where is” basis at the Assaying and Hallmarking Unit at Delhi Regional Office at Jhandewalan.

Interested and relevant bidders will submit the technical and financial bids online or in physical form in Sealed envelope as Two Bid System-Technical Bid and Price Bid i.e, a master envelope super scribed with “TENDER NO: MMTC/DRO/A&H UNIT/AgCl/001/2021-22” containing two (2) separate sealed envelope each for Technical Bid and Price Bid. The sealed envelope along with EMD 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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1.1 BACKGROUND

MMTC Limited (hereinafter referred to as MMTC) was set up in 1963 under the Ministry of Commerce; Government of India and is engaged in international and domestic trading of commodities/products like minerals, metals, precious metals, fertilizers, coal & hydrocarbons, agro commodities and general trade. Further MMTC also diverged into Precious Metal retail business and has earned reputation in the domestic market through high quality precious metal products.

This tender is a notice inviting bids for Sale of accumulated Silver Chloride residue in the Assaying and Hallmarking Unit.

1.2 SCOPE OF WORK

Successful bidder will lift the material from MMTC premises.

1.3 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 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

1.4 Technical Specification of the Material:

Silver Chloride residue in powder form.

1.5 Instructions To Bidders

1.5.1 Instructions regarding submission of bids:

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1. Only the bidder who satisfy the minimum eligibility criteria at S. No: 1.3 should submit their bid.
2. The bidder can inspect the subject material (Silver Chloride) by visiting our Assaying and Hallmarking Unit at MMTC Limited,Delhi Regional Office, Jhandewalan, from 11 am to 4 pm on working day.
3. As part of price bid, the bidder will submit the price bid details as per Sec 3.1 at Page No: 16
4. Regarding EMD Bidder may please note following details:

Name: MMTC LIMITED
Bank: SBI, CAG Branch
SBI Account No. : 10813608397
IFS Code : SBIN0017313
MICR Code: 110002562
5. MSME parties are exempted from submission of EMD amount. MSME parties seeking exemption from EMD must enclose the relevant documents confirming their status of being MSME.
6. This Tender will remain valid till 16.06.2022. Only the bidders who qualify Technical criteria will be considered for Price bid evaluation. Tender will be awarded on H1 basis. However decision of MMTC will be final.
7. Bidder can send their representative to attend the Opening of the Bids if they want. The representative shall carry a Letter of Authorization for attending bid opening.
8. After evaluation of Tender successful bidder will be notified and Letter of Award will be given. EMD will be refunded to unsuccessful bidders.

1.5.2 Instructions regarding online submission of bids

- i. EOI document is available on <https://www.mmtclimited.com/tenders> , <https://eprocure.gov.in> and <https://mmtc.abcprocure.com> for online as well as physical mode submission of EOI. For online submission , Bidder is required to obtain Class III Digital Signature (meant for e-tendering) from any of Certifying Authority recognized by Controller of Certifying Authority

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(www.cca.gov.in) and have to register with e-procurement portal <https://mmtc.abcprocure.com> (a one-time activity).

- ii. **Procedure for obtaining Digital Certificate:** Bidder should obtain digital certificate to participate in the e-Tender. The procedure for obtaining Digital certificate is given in the web site <https://mmtc.abcprocure.com> In case of any difficulty, the bidders can either mail or talk to the Technical Support Engineer, whose contact details are given at Sl. No iv below.
- iii. **Procedure for Registering in E-Procurement portal:** Bidder has to register with our E-procurement portal. For registering, please go to <https://mmtc.abcprocure.com> and follow the directions. In case of any difficulty either mail or talk to the Technical Support Engineer, whose contact details are given below.
- iv. For any assistance on e-bidding process, please contact Mr. Nandan Valera, Technical Support Engineer – nandan.v@eptl.in, mobile phone +91-9081000427/9510813528/6354919566.

Vendor's Queries	Contact Numbers	Mail ID
New Bidder Registration (Portal Registration), Vendor's ID/ Profile Activation, Renewal of Vendor's ID.	+91-(79)- 68136833	info@abcProcure.com support@abcProcure.com
	+91-(79)- 68136850	
	+91-(79)- 68136878	
	+91-(79)- 68136823	
Mr. Nandan Valera (Dedicated Helpdesk for MMTC)	+91 9081000427	nandan.v@eptl.in ,
	+91 9510813528	
	+91 6354919566	
For Only, Technical Assistance related to e-Tender or e-Auction filling/ submitting (Offsite Team).	+91 9374519729	pankesh@eptl.in
	+91-(97)-68136848	Mr. Pankesh Kumar
	+91-(97)-68136854	jeetiksh@eptl.in Mr. Jeetish Shamnani

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- v. Bidders, who prefer submission of EOI in physical mode by Hand, may drop their entire EOI documents, in a sealed master envelope super scribed as “MMTC/DRO/A&H Unit/AgCI/001/2021-22” containing two separate sealed envelope each for Technical Bid and Price Bid along with EMD and drop in the tender Box kept at the reception counter of the office at MMTC Limited, F8-11, Flatted Factories Complex, Jhandewallan, Rani Jhansi Road, New Delhi-55, between the office hours.
- vi. Bidders, who prefer submission of EOI in physical mode by Post, may post their entire EOI documents, in a sealed master envelope super scribed as “MMTC/DRO/A&H Unit/AgCI/001/2021-22” containing two separate sealed envelope each for Technical Bid and Price Bid along with EMD and addressed to following:

**The Deputy General Manager (A&H)
MMTC Limited,
Delhi Regional Office
F 8-11, Flatted Factories Complex,
Rani Jhansi Road, Jhandewalan,
New Delhi-110055**

- vii. EOI documents in the either of the modes, i.e e-tender as well as physical, shall be accepted. Parties can choose any one mode for the submission of their bids.
- viii. Parties who prefer submission of EOI online may submit their EMD-DD/Bank Transfer before Last Date of EOI submission.

1.6 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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2.0 TECHNICAL BIDS FOR SALE OF ACCUMULATED SILVER CHLORIDE IN ASSAYING AND HALLMARKING UNIT

Any eligible bidder who wishes to Purchase the Silver Chloride will submit all the following documents as provided under this section from 2.1 to 2.5.

- a. Application for Purchase as per enclosed format in Section 2.1.
- b. Duly signed copy of the Terms & Conditions as per Section 2.2
- c. Declaration for no near relatives in Rs.20/- stamp paper at Sec 2.3
- d. Declaration regarding acceptance of tender at Sec 2.4
- e. Declaration regarding blacklisting from taking part in Govt. Tender in Rs.20/- stamp paper at Sec 2.5



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(On the Letter Head of Applicant)
2.1 Application Form for AgCI buyer – 2021-22

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/A&H UNIT/AgCI/001/2021-22 dated 21.04.2022 inviting applications for Sale of Accumulated Silver Chloride at Assaying and Hallmarking 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 Also state legal constitution 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	Details of any three year –wise Turnover in Rs. Crores (Any three years since 2015)	2016-17- 2017-18- 2018-19- 2019-20- 2020-21-
06	Years of Experience in such engineering works/services in years.	
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 2.2	
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)
2. Copies of Income tax returns and balance sheet of the firm for any (last) three years (duly audited or attested by chartered accounted)
3. Bank Certificate issued by Branch Manager of the Bank where account is maintained.

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[To be submitted on the company letter Head]

2.2) TERMS & GENERAL CONDITIONS :

1. The Bidder awarded the Offer to purchase shall be responsible to purchase the Silver Chloride residue from the MMTC Office Jhandewalan on “as is where is” basis.
2. The Bidder engaged should not have any adverse Police records/criminal cases against them.
3. The Bidder or its personnel shall not divulge or disclose to any persons any details of the office, operation process, technical know-how, security arrangements, and Administrative/organization matters of the organization as all are confidential/secret in nature.
4. The Bidder shall strictly observe the instructions issued by MMTC from time to time.
5. After submitting price bid if the Bidder fails to buy the material at offered price the entire EMD amount shall be forfeited.
6. In case of any dispute the decision of MMTC shall be final and will be binding on the Bidder.

Name: _____

Designation: _____

STAMP

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2.3 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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2.4 – 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 the agency_____ (Name of the Agency) that the agency has relevant competency, experience and the man power required in the purchase of the subject material.
2. I understand that the decision taken by MMTC is final in all matters.
3. I hereby agree to work 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 empanelment process and reject all expression of interests at any time prior to the award of the Offer.
5. I also certify that our company has previous experiences of such purchase activity since _____and has been carrying such works regularly since then.
6. I also agree to provide any document/proof/supporting papers in respect of our unit as sought by MMTC at any point of time.
7. 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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2.5 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)

3.1 PRICE BIDS

Price per Kg (Kilogram) of Silver Chloride:

SIGNATURE OF THE BIDDER WITH SEAL

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