

Hooghly Printing Co. Ltd. invites Offers in sealed cover from interested parties for purchase of one lot of used machinery & equipment on 'as is where is basis' from the Company's establishment at 41 Chowringhee Road, Kolkata-700071.

The Terms & Conditions of disposal are as follows:-

**1. Eligibility:**

**a)** Bidders should have statutory registrations such as Trade Licence, Income Tax PAN. (Documentary proof to be submitted ).

**2. Items Offered for Sale:** Details of machinery to be disposed are provided in the Annexure. The machinery can be inspected at the above address on any working day (Monday-Friday) between 11.00 Hrs and 16.00 Hrs by prior appointment with Asst. Manager (Process & Quality Assurance). Disposal shall be made only on entire lot basis; however rates to be offered separately for each item.

**3. Rate:** Bids to be quoted for all the items exclusive of taxes & duties. Bids for part of the item or for selective items shall not be entertained.

**4. Payment:** Purchase price of the materials to be deposited in advance in the form of Demand Draft/Pay Order favouring "HOOGLY PRINTING CO. LTD." payable at Kolkata or through RTGS/NEFT prior to the issuance of Delivery Order.

**5. Earnest Money Deposit:** The Bidders are required to furnish Earnest Money Deposit (refundable) of Rs.20,000/- in the form of Demand Draft/Pay Order payable at Kolkata favouring "**Hooghly Printing Co. Ltd.**" along with their Offers.

**6. Tender Documents:** Intending Bidders who have downloaded the tender document from the Company's website are required to enclose Demand Draft/Pay Order for Rs.500/-(Five Hundred Only) along with their sealed Offer.

**7. Removal of Materials:**

The successful Bidder shall be responsible for dismantling and removal of the disposed machinery at his cost and risk within 3 days from the date of issuance of Delivery Order.

**8. Submission of Offers:** Offers to be submitted in Sealed Covers marked "NIT No. 13/2015-16" and should reach this office latest by 15.00 hours on 24.03.2016. Offers will open on the same day at 16.00 Hrs.

**9. Disqualification:** Failure to remove the machinery within 7(seven days) from the date of issuance of the Delivery Order shall disqualify the Bidder and the security deposit furnished by him shall be forfeited.

**10. Disputes:** Any dispute arising out of these transactions shall be subject to the jurisdiction of the competent Court at Kolkata.

Date: 11.03.2016

For Hooghly Printing Co. Ltd.

Place: Kolkata

Sr.Manager(F&A)

Annexure

List of Machinery and Equipments

<u>Sl No.</u>	<u>Item Description</u>	<u>Quantity(Unit)</u>
<u>1.</u>	Camera Plate Making Unit	<u>1</u>
<u>2.</u>	Photo type Setting Machine	<u>1</u>
<u>3.</u>	D.C.Ceiling Fans	<u>21</u>
<u>4.</u>	<u>Time Recorder Clock</u>	<u>1</u>
<u>5.</u>	<u>Desktop PC (486/DX-2)</u>	<u>1</u>
<u>6.</u>	<u>Manual TypeWriter</u>	<u>1</u>

**HOOGLY PRINTING CO. LTD.**  
(A. Govt. of India Enterprise)  
41, Chowringhee Road, Kolkata – 700 071  
**NIT No.14/2015-16 Dated 11.03.2016**  
**TENDER DOCUMENT**

1. NIT NO. & DATE : NIT 13/2015-16 Dated 11-03-2016
  
2. NAME OF THE BIDDER IN FULL :
  
3. ADDRESS OF THE BIDDER  
(a) Registered Office :  
(b) Head Office :  
(c) Branches :
  
4. TELEPHONE NO./ FAX / E-MAIL :
  
5. STATUS OF THE ORGANISATION :  
Proprietorship / Partnership / Ltd. Co./  
Pvt. Ltd. Co.
  
6. DATE OF COMMENCEMENT OF BUSINESS:
  
7. NAME, FATHER'S NAME & RESIDENTIAL :  
ADDRESS OF PARTNERS / DIRECTORS /  
PROPRIETOR AS THE CASE MAY BE  
(Use separate sheet if necessary)
  
8. BANK PARTICULARS :  
(a) Name of the Bank & Branch :  
(b) Address of the Branch :  
(c) Telephone No. of the Branch :  
(c) Account Number :  
(d) Type of Account :  
(e) IFS Code of the Branch :  
(f) Term loan sanctioned :  
(g) Bank Guarantee limit :
  
9. TRADE LICENCE NO. :  
(Please attach a photo copy)

**Note:** The Tenderer shall sign on each and every page of this Tender Form under his seal.

**HOOGLY PRINTING CO. LTD.**

(A. Govt. of India Enterprise)

41, Chowringhee Road, Kolkata – 700 071

NIT No.14/2015-16 Dated 11.03.2016

**TENDER DOCUMENT**

10. VAT REGISTRATION NO. :  
(Please attaché photocopy  
of Registration Certificate)

11. I. T. PERMANENT ACCOUNT NO.:  
(Please attach photo copy)

12. WHETHER THE APPLICANT IS ENLISTED :  
WITH ANY PUBLIC SECTOR  
UNDERTAKING, GOVERNMENT BODIES  
IF SO, THE DETAILS  
ARE TO BE FURNISHED

13. WHETHER THE APPLICANT HAS BEEN :  
BLACK LISTED BY ANY PUBLIC SECTOR  
UNDERTAKING, STATUTORY BODY  
CENTRAL OR STATE GOVT. DEPT

14. FINANCIAL CAPACITY :  
(a) Fixed Capital :  
(b) Working Capital :  
(Copy of audited Balance Sheet to be enclosed)

15. PROOF OF MAJOR TRANSACTIONS  
EFFECTED DURING THE LAST TWO  
FINACIAL YEARS  
(Documentary proof to be enclosed)

- (a) Name and contact reference :  
of the Parties from whom  
Scrap has been purchased
- (b) Value of the Transactions :  
(c) No. of Transactions :

16. Price:

<u>Sl No.</u>	<u>Item Description</u>	<u>Quantity(Unit)</u>	<u>Rate (Rs./Unit)</u>
<u>1.</u>	<u>Camera Plate Making Unit</u>	<u>1</u>	
<u>2.</u>	<u>Photo type Setting Machine</u>	<u>1</u>	
<u>3.</u>	<u>D.C.Ceiling Fans</u>	<u>21</u>	
<u>4.</u>	<u>Time Recorder Clock</u>	<u>1</u>	
<u>5.</u>	<u>Desktop PC (486/DX-2)</u>	<u>1</u>	
<u>6.</u>	<u>Manual TypeWriter</u>	<u>1</u>	

**Note:**

- The Bidders shall quote their rates item wise exclusive of all taxes.**
- In addition VAT/CST as applicable will have to be paid by the Successful bidder.**
- TCS as per Income Tax Act shall additionally be collected from the Successful Bidder as per extant rules.**

*Note: The Tenderer shall sign on each and every page of this Tender Form under his seal.*

**HOOGLY PRINTING CO. LTD.**  
(A. Govt. of India Enterprise)  
41, Chowringhee Road, Kolkata – 700 071  
**NIT No.14/2015-16 Dated 11.03.2016**  
**TENDER DOCUMENT**

16. EMD PARTICULARS:

i) DD/Pay Order No..... date.....for Rs.20000/-

ii) Bank.....Branch.....

iii) DD/Pay Order No..... date.....for Rs.500/-

iv) Bank.....Branch.....

**DECLARATION**

I/We hereby certify that the above particulars furnished by me/us are true to the best of my/our knowledge and belief; and in case of misrepresentation of facts, Hooghly Printing Co. Ltd. shall have the right to reject this Tender.

Signature of authorized person with seal

Date:

Place:

**Note:** The Tenderer shall sign on each and every page of this Tender Form under his seal.