

Expression of Interest (EOI)

For

Inviting tender for Public auction of 03 (Three) nos. condemned office vehicle

*** Number of vehicle may differ at the discretion of the Competent Authority**

At

Anthropological Survey of India

27, Jawaharlal Nehru Road

Kolkata- 700016.

INDEX

Contents:

1. Text of Advertisement.....	1
2. Invitation for Expression of Interest.....	2
3. Principal Objectives	2
4. EOI Processing Fees	3
5. Venue & Deadline for submission of proposal.....	2
6. Scope of Work & Services.....	3
7. Instructions to Consultants	4-5

8. Formats:

Format—1.....	6
Format—2	7
Format—3	8
Format – 4	9

**Anthropological Survey of India
Ministry of Culture
Government of India
27, Jawaharlal Nehru Road
Kolkata- 700016.**

No.41-2A/CAR/GEN/2019/VOL-VI

Dated 13 /07/2023

INVITATION FOR EXPRESSION OF INTEREST

The Director, Anthropological Survey of India invites Expression of Interest from individuals / firms/ agencies with experience in participating in public auctioning of old vehicles (Government Vehicles).

The public auction of three (03 nos.) old vehicles of Anthropological Survey of India will be held on 27.07.2023 from 12.30 p.m. at Anthropological Survey of India, Spirit building, Indian Museum Campus, 27, Jawaharlal Nehru road, Kolkata-700016.

The interested individuals/firms/ agencies having experience in the above-mentioned field may submit their responses after physically visiting the premise mentioned above in sealed envelope in the prescribed proforma available on the website of www.ansi.gov.in.

The last date for submission of EOI along with all documents is 25/07/2023 at 04.00 p.m.

In case of any query, they may contract No. 8837011943, 9609073475

**Director
Anthropological Survey of India
Kolkata**

Anthropological Survey of India

1.0 Aims & Objectives:

Principle Objectives

- Inviting tender for public auction of 03 (Three) nos. of the condemned vehicle of Anthropological Survey of India, 27, Jawaharlal Nehru Road Kolkata-700016.
- * Number of vehicles may differ at the discretion of the Competent Authority

2.0 Venue & Deadline for submission of proposal

Proposals, in their complete form in all respects, as specified in the EOI, must be submitted to the Anthropological Survey of India at the address "To, The Director, Anthropological Survey of India, EN 7-9, Sector V, Salt Lake City, Opposite to Godrej Genesis, Kolkata, - 700091". In exceptional circumstances and at its discretion, Anthropological Survey of India may extend the deadline for submission of proposals by issuing an amendment to be made available on the Survey's website www.ansi.gov.in, in which case all rights and obligations of Anthropological Survey of India and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

3.0 Scope of Work & Services:

- a. Anthropological Survey of India seeks reputed agencies or individuals who can provide services for Inviting tender for Public auction of 03 (Three) nos. of condemned office vehicle (M & M Jeep, Petrol) Anthropological Survey of India. Details of the vehicles are given below:-
- b.

Sl. No.	Make & Type of Vehicle	Registration No.	Date of induction into service	Reserve Prices fixed for Auction
1.	M&M Jeep (Petrol)	WB-02-9566	1990	Rs.5000/-
2.	M&M Jeep (Petrol)	WB-02E-3285	1996	Rs.10000/-
3.	M&M Jeep (Petrol)	KA-09M-6736	1999	Rs.10000/-

* Number of vehicles may differ at the discretion of the Competent Authority

4.0 Terms & Condition:-

- a. Interested bidders may submit their application from in the prescribed proforma to be annexed seeking details of the Individuals / Firms and details of EMD along with copy of **PAN Card, AADHAR Card**, Trade License (if any), GST No. (if any) etc. essential for business transaction with government agencies. The agency or individual needs to submit a copy of credentials for commissioning homologous nature of works, if any.

- b. A non-refundable processing fee for **Rs.200/- (Rupees Two Hundred only)** in the form of a **Demand Draft** or a Pay Order drawn in favour of **Pay & Accounts Officer, Pay & Accounts Office, Ministry of Culture, Govt. of India, Kolkata-1** has to be submitted along with the EOI response. Proposals received without or with inadequate EOI processing fees shall be liable to get rejected.
- c. Interested bidders would have to submit EMD in the form of **Demand Draft** of **Rs.500/-** for the item at **Sl.No.01** and **Rs.1000/-** for the item at **Sl.No.02 & 03**. The **Demand Draft** would be payable in favour of **Pay and Accounts Officer, Pay and Accounts Office, Ministry of Culture, Govt. of India, Kolkata-16**. EMD may be deposited along with the EOI or on the spot before start of auction on 27.07.2023.
- d. EMD of unsuccessful bidder will be returned back within 30 days after completion of all formalities of the auction and the Bidder will collect the EMD from the Anthropological Survey of India, EN-79, Sector – V, Salt Lake, Kolkata – 700091.
- e. **The bidder(s) may bid for single or multiple items and accordingly have to submit the EMD.**
- f. The successful bidder(s) have to deposit **Bid Security Money amount to 25% (Twenty five percent) of the bid value immediately on the spot either in cash or in the form of Deposit-at-Call – Receipt (DACR)**, drawn in favour of **Pay and Accounts Officer, Pay and Accounts Office, Ministry of Culture, Govt. of India, Kolkata – 1**. The successful bidder will deposit the balance amount within 7 days. The auctioned vehicle will be handed over to the successful bidder(s) only after receiving the entire amount. EMD will be adjusted with final value.
- g. The sold vehicle will be taken away / removed by the successful bidder(s) **within 7 days of the date of auction**.
- h. In case of any default in lifting of the vehicle(s) by the buyer within the prescribed time limit, **payment of ground rent @1% of the offered price per day shall be paid** by the buyer to the Anthropological Survey of India for the period of delay.
- i. **If the successful bidders fails to deposit the quoted price within one week from date of auction, his bid will be cancelled and the entire amount i.e., EMD as well as Bid Security Money will be forfeited.**
- j. The vehicles will be sold on 'As is where is' basis and the principle of caveat emptor (let the buyer be aware) will apply. 'As is where is' means that the description / quality indicated are approximate and the seller does not give any assurance or guarantee that the material will strictly adhere to the advertisement. All items shall be taken delivery of from the site by the successful bidder, with its faults and errors in description, if any. Neither can the sale be invalidated nor the bidder(s) make any claim(s)/ compensation, whatsoever, on account of any defect in description or deficiency in the quantity and quality. No plea of misunderstanding or ignorance of conditions put forth subsequent to a confirmation of sale shall be accepted.
- k. The interested bidder(s) may be provided the opportunity to inspect the vehicle(s) during office hours **on 24th July, 2023 during 12.30 p.m. to 4.30 p.m.** with a valid Entry Pass for a maximum of two persons of the interested agency or individual of the organization. Entry Pass to be collected two days before to actual visit from **24/07/2023** (please insert the name of the section/concerned person).
- l. The Anthropological Survey of India reserve the right to reject any/all the quotation(s) without assigning any reason thereof.

m. **The Increment amount after reserved price will be Rs.500/- and multiple of Rs.500/- for each stage of auction.**

n. The Competent Authority of Anthropological Survey of India reserves the right for acceptance and non-acceptance of a bid.

o. The existing Registration number(s) of the condemned office vehicle will not be given to the bidder(s) and the bidder(s) has to register the sold vehicle(s) as per Motor Vehicle Act – 1988 with concerned transport authority.

INSTRUCTION TO AGENCIES

5.0 Submission requirement:

5.1 The Expression of Interest for auction along with the documents is to be submitted in the manner prescribed below:

(All information as detailed below is to be submitted in two hard copies in separately sealed envelopes.)

- a. Applicant's Expression of Interest as per Format-1.
- b. Organizational / Individual Contact Details as per Format-2.
- c. Additional information as per Format-6.
- d. Declaration as per Format-7.

5.2 EOI documents are available in the website of the Survey WWW.ansi.gov.in and can be downloaded. The bidders are expected to examine all instructions, forms, terms and other details in the EOI document carefully. Failure to furnish complete information as mentioned in the EOI document or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the Bidder's risk and may result in rejection of the proposal.

6.0 Evaluation Criteria and Method of Evaluation:

- a. Screening of EOIs shall be carried out as per eligibility conditions mentioned in this document and based on verification of testimonials submitted.
- b. Anthropological Survey of India will take up references and reserves the right to pay due heed to the Bidder's performance elsewhere and any past experience from Anthropological Survey of India.

7.0 Response:

7.1 Bidders must ensure that their Bid response is submitted as per the formats attached with this document.

Application in sealed cover super scribed, as "Expression of Interest (EOI) for Inviting tender for Public auction of 03 nos. condemned office vehicle at Anthropological Survey of India, 27, Jawaharlal Nehru Road Kolkata-700016.

8.0 Conflict of Interest:

- 8.1 Where there is any indication that a conflict of interest exists or may arise, it shall be the responsibility of the bidder to inform Anthropological Survey of India, detailing the conflict in writing as an attachment to this Bid.
- 8.2 Anthropological Survey of India will be the final arbiter in cases of potential conflicts of interest. Failure to notify Anthropological Survey of India of any potential conflict of interest will invalidate any verbal or written agreement.
- 8.3 A Conflict of Interest is where a person who is involved in the procurement has or may be perceived to have a personal interest in ensuring that a particular Bidder is successful. Actual and potential conflicts of interest must be declared by a person involved in a Bid process. Are you aware of any conflict of interest between your company and Anthropological Survey of India? Yes/No.

9.0 Condition under which EOI is issued:

The EOI is not an offer and is issued with no commitment. Anthropological Survey of India reserves the right to withdraw EOI and or make change in any part thereof at any stage. Anthropological Survey of India further reserves the right to disqualify any bidder, should it be so necessary at any stage.

10.0 Last date of submission of EOI:

The last date of submission of EOI is 25th July, 2023 at 04.00 p.m.

Public Auction Date & Time is 27th July, 2023 from 12.30 p.m.

FORMAT – 1

EXPRESSION OF INTEREST

To,

The Director
Anthropological Survey of India
27, Jawaharlal Nehru Road
Kolkata – 700 016

Sub: Submission of Expression of Interest to Inviting tender for Public Auction of 03 nos. of condemned office vehicle at Anthropological Survey of India, Kolkata-700016.

Madam/ Sir,

In response to the Invitation for Expressions of Interest (EOI) published on _____ for the above purpose, we would like to express interest to carry out the above proposed task. As instructed, we attach 2 sets of the following documents in separately sealed envelopes:

- a. Applicant's Expression of Interest as per Format-1.
- b. Organizational / Individual Contact Details as per Format-2.
- c. Additional information as per Format-6.
- d. Declaration as per Format-7.

Sincerely Yours,

Signature of the applicant
[Full name of applicant]
Stamp.....

Date:

Encl.: As above.

Note: This is to be furnished on the letterhead of the Individual /agency/firms.

FORMAT – 2

Organizational / Individual Contact Details		
1.	Name of Organization / Individual	
2.	Main areas of business	
3.	Type of Organization/ Firm/ Company/ Partnership firm registered under the Indian Companies Act, 1956 / the Partnership Act, 1932	
4.	Whether the firm has been blacklisted by any Central Govt. / State Govt. / PSU/ Govt. Bodies / Autonomous? If yes, details thereof.	
5.	Address of registered office with telephone No. & fax	
6.	Address of office in Kolkata	
7.	Contact Person with telephone No. & e-mail ID	

Enclose:-

1. Copy of Certificate of Incorporation.
2. Copy of Article of Association in respect of 3 above.
3. Undertaking in respect of 4 above.

Signature of the applicant

Full name of the applicant

Stamp

Date

FORMAT – 3

Additional Information

1. List all enclosures related to the previous sections.

Sl. No.	Description	No. of pages

2. Additional information to support the eligibility as per Section 7 (Not more than 2 pages).

Signature of the applicant

Full name of Applicant

Stamp & Date

FORMAT – 4

Declaration
<p>I/We hereby confirm that I/we are interested in competing for the inviting tender for Public auction of 03 nos. of condemned office vehicle at Anthropological Survey of India 27, Jawaharlal Nehru Road, Kolkata – 700 016.</p> <p>All the information provided herewith is genuine and accurate.</p> <p>Authorized Person's Signature.</p> <p>Name and Designation:</p> <p>Date of Signature:</p>

Note:1- The declaration is to be furnished on the letter head of the organization.

Note:2- Number of vehicle may differ at the discretion of the Competent Authority