



Office of the Traffic Manager
Cochin Port Authority
Cochin -682009
Tele fax: 0484-2666418
email: tm@cochinport.gov.in

RFQ No. A6/F-130/Appointment of Valuer/2022-T

Dated: 11.07.2022

NOTICE INVITING THE TENDER

Sub: Tender for appointment of Customs Approved Valuer for valuation of various unclaimed / uncleared goods lying at Container Freight Station/ Warehouses of Cochin Port Authority.

Sealed tenders are invited from the interested **Customs Approved Valuers** for valuation of various unclaimed/ uncleared goods lying at Container Freight Station/ Warehouses of Cochin Port Authority. The quotation detailing terms etc. are separately mentioned hereunder.

The complete offers along with all relevant documents is required to be submitted in one sealed cover super-scribing the subject to the quotation, Quotation Reference Number and Due date of submission. The quotation shall be received up to **14:00 hrs of 21.07.2022** and the same shall be submitted either directly to **the Traffic Manager, Cochin Port Authority, 2nd floor, New Administrative building, Willingdon Island, Cochin-682009**, Phone-2582213 or by the Post.

Time schedules for this quotation will be as follows:

Sl.No.	Event	Venue	Date	Time
1	Issue of Quotation Document (free of cost)	Traffic Manager's Office. Quotation Document can also be downloaded from the Port's website www.cochinport.gov.in	From 11.07.2022 To 21.07.2022	09:30 Hrs 12:30 Hrs
2	Last date of submission of quotation	Traffic Manager's Office	21.07.2022	14:00 hrs
3	Opening of quotations	Mini Conference hall	21.07.2022	15:00 Hrs

SCOPE OF WORK: On receipt of request for valuation of various unclaimed/ uncleared goods lying at Container Freight Station/ Warehouses under the office of the Traffic Manager, Cochin Port Authority, the competent valuer should be deputed for taking inventory and valuation of the goods. Chemical Testing and allied jobs which may be required for valuation of the cargo should also be carried out. The valuation of the cargo shall be undertaken on the prescribed norms laid down by the Customs Authority. If any cargo to be valued and certified by specialist/ experts depending on type of cargo, the same should be arranged by the valuer without any extra cost. The report should be submitted at the earliest for the approval of Competent Authority. **THE VALUATION REPORT SHOULD BE KEPT STRICTLY CONFIDENTIAL AND ANY DEVIATION MAY LEAD TO CANCELLATION OF APPOINTMENT AND / OR PENALTY MAY BE IMPOSED AS DEEMED FIT BY THIS OFFICE.**

Sd/-

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GENERAL TERMS AND CONDITIONS

1. Pre-Qualification Criterion

The bidder shall be shortlisted based on documents submitted by them and capabilities. For the purpose of short listing, compliance of the following clauses shall be mandatory.

- a) Proof of empanelment as Customs Approved Valuer.
- b) 3 years working experience in the field of valuation with applicable credential certificates
- c) The bidder should not be black listed by any of the Government Office or PSU's or Private Organization and a notary certified declaration to this effect has to be provided on bidder's letter head. This office may verify such certification and if during such verification, the statement is found to be not true, the bid of the party shall be rejected without any further reference to them.
- d) All paper should be neatly signed and stamped as a manifestation of acceptance of all terms and conditions.

2. Rate: The rate should be quoted for the total scope of work inclusive of all cost, travelling expenses, taxes if any and no other charges will be reimbursed/ paid for undertaking the job, unless otherwise specified. However, GST as applicable shall be paid extra. The rates shall be quoted in the prescribed format below.

3. Validity of Offer: The offer should be kept valid for acceptance for a period of 90 days from the last date for submission of tender. In case the bidder unilaterally revokes or cancels or varies any rate, terms & conditions of the quotation after submission and during the validity period, the offer will be rejected.

4. Authority of person signing documents: A person signing the tender or any document forming part of the contract on behalf of bidder shall ensure that he/she has authority to sign such documents.

5. Selection of Valuer:

- a) The Cochin Port Authority reserves the right to accept/ reject/ cancel the tender. Incomplete quotation, conditional quotation, quotation received late, quotation not confirming to the terms and conditions mentioned in the quotation documents, shall be rejected.
- b) The bidder quoting lowest price (L1) shall be selected (subject to other terms & conditions). If the L1 bidder does not accept the offer of appointment within seven days of receipt of offer, the bid shall be cancelled and L2 bidder shall be treated as L1 bidder and if L2 does not accept the quotation of L1 within seven days, L3 bidder shall be given such offer & so on.

6. Acceptance of Offer: Selected valuer shall accept the offer in writing within seven days of receipt of offer letter from the department.

7. Language of the tender: The tender submitted by the tenderer and all correspondence and documents relating to the tender exchanged by the tenderer and the Cochin Port Authority shall be in English language. Any printed literature, other than in English language shall be

accompanied by an English translation, in which case, for purpose of interpretation of the tender, the English translation shall govern.

8. Terms and Conditions:

- A. The valuer shall inventorize and determine value of any goods as and when requested by the Traffic Manager, Cochin Port Authority under written intimation.
- B. The valuer shall inspect the goods in the presence of the person authorized by the Traffic Manager, Cochin Port Authority at the respective location where goods are stored.
- C. The valuer shall complete the valuation work including submission of valuation certificate within two weeks from the date of receipt of intimation.
- D. The contract order may be given to a successful bidder, which shall remain valid for a period for two years from the date of awarding the contract. The contract may be extended for one more year on the same rate, terms & conditions on mutual consent in writing of the valuer. The department may terminate the valuer at any time with one month prior notice.
- E. The approval does not automatically amount to an appointment or right for an appointment to be made by this office. This office is free to employ any valuer of its choice and no right exists for the approved valuer to claim that they alone should be entrusted with the valuation of the goods.

9. Further while undertaking the valuation, the valuer is to comply with following:

- i. The valuation report submitted by the valuer shall specify (a) wholesale market price and (b) margin of profit.
- ii. The valuer shall provide full details of the basis of valuation in their report including physical description and condition of the goods.
- iii. The valuation report will have to be submitted in sealed envelope to Cochin Port Authority.
- iv. The valuer shall be responsible for the findings/ suggestion/ implications of their report on the assignments allotted to him.
- v. The valuer shall take all necessary steps to ascertain the correct valuation including taking samples if considered necessary.
- vi. For items to be sold on 'lot basis' the valuation report in addition to the unit price should also indicate the total price for the lot. For items to be sold on 'weight basis' only the unit price is to be mentioned along with estimated quantity.
- vii. The valuer shall maintain secrecy of the work assigned to them and their report on valuation. They will not divulge any information that may come across at any stage of valuation to others in detriment to the interest of the department.
- viii. The surveyor/valuer will have to obtain the requisite entry permits for entry into docks, wharves and CFS for his personnel at his own cost.
- ix. The surveyor/valuer will have to get the valuation report printed at his own cost. The report will have to be submitted in duplicate.
- x. For items requiring Chemical or other test, the actual cost, to be authenticated by document will be paid. For such cases the test report (in original) will have to be furnished along with the valuation report.

- xi. The valuer will be paid an amount of Rs.10/- per photograph of the cargo included in the valuation report subject to a maximum of 3 photographs per item of cargo.
- xii. The valuation is to be done in such a manner as not to hinder the normal business transactions at the Port and will be subject to directions of Port authorities.
- xiii. The valuer shall make his own arrangements for obtaining all licenses, permits etc, if any that may be required in connection with the service.
- xiv. Cochin Port Authority will in no way be responsible for accidents and claims arising out of such accidents while performing his service. The valuer shall comply with statutory obligations of State and Central Government, wherever applicable.
- xv. Any minor change which may not be specifically mentioned in the schedule of work but which are usual or necessary are to be carried out by the contractor without extra charge and the work must be complete in all respect.
- xvi. In the case of any change in the constitution of the firm shall be forthwith notified by the valuer to the Traffic Manager, Cochin Port Authority for information.
- xvii. In the event of any dispute or difference arising between the parties to the arrangement in any manner touching the subject matter of agreement, the same shall be referred to the decision of the sole arbitrator who shall be Deputy Chairman of Cochin Port Authority or any person appointed by him. The decision of Deputy Chairman or his nominee shall be final and binding.

10. Billing and Payments: on receipt of the bill from the valuer, the same will be processed and payment will be made after making necessary deduction towards dues, penalty, income tax, statutory deduction, if any, after due verification.

11. Law governing the contract: This Contract, its meaning and interpretation and the relation between the Parties shall be governed by the Applicable Laws in India and shall be under the jurisdiction of courts in Cochin Corporation limits only.

Sd/-

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VALUER'S PARTICULARS

I. Organisation	
Name of the Organisation	
Address	
City	
Phone	
e-mail	
II. Contact Details	
Person Name & Designation	
Address	
Phone	
Mobile	
e-mail	
III. Other Details	
GST No	
PAN No	
TAN No	

Date :

Authorized Signature

Place :

Seal :



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DECLARATION

Having examined the tender documents, we have understood the terms and conditions indicated in the tender No. A6/F-130/Appointment of Valuer/2022-T and hereby confirms our acceptance of the same.

Date:
Place:

Signature of Tenderer
Name:
Address:

Mob:
Office No.
Fax:



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(PRICE SCHEDULE)

Rate per day for valuation of Goods up to 10 (Ten) Cubic Meters (Cu m). (See clause 2 of General terms & conditions)	Rs...../- (Rupees..... only)
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Note 1. Each additional cubic meters (Cu m) of Goods valued in excess of 10 Cu m of Goods in one day, will be paid proportionate to the rate quoted per day.

Note 2. For homogenous Bulk cargo including Ores and Minerals and such materials, and other unpacked Break Bulk cargo of uniform nature requiring only a few samples to be drawn from the entire lot, the rate proportionate to the actual quantity or one (1) cu.m whichever is higher shall be paid.

Signature of Tenderer
with date and seal.