



REQUEST FOR QUOTATION

Office of the Traffic Manager
Cochin Port Authority
Cochin -682009
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RFQ No. A6/F-130/Appointment of Valuer/2022-T

Dated: 09.06.2022

Sealed quotation in single cover system are invited by the Traffic Manager, Cochin Port Authority, from **Customs approved Valuers**, for valuation of various types of uncleared/unclaimed cargo lying at different locations at Cochin Port Authority for inclusion of the same in Sale for disposal under the provisions of Sec.30(l) of the Major Port Authority Act, 2021. The Quotations should be submitted in the Price Schedule subject to the Terms & Conditions specified below.

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 09.06.2022 To 20.06.2022	09:30 Hrs 12:30 Hrs
2	Last date of submission of quotation	Traffic Manager's Office	20.06.2022	14:00 hrs
3	Opening of quotations	Mini Conference hall	20.06.2022	15:00 Hrs

Terms & Conditions

1. The Valuer will be appointed for a period of 2 years from the date of awarding the contract. The contract may be extended by Cochin Port Authority for one more year on the same rate, same terms and conditions on consent in writing from the Valuer. Cochin Port Authority reserves the right to appoint any other Valuer for the same job if it is deemed necessary during the period of the contract.
2. Before submitting the quotation, the bidder should get himself acquainted with the nature and extent of work. The bidder offer rate should take into account all factors and he/she will be paid only according to the offered rates. If the contractor has any doubt as to the meaning of any portion of the conditions in the quotation of work etc. he/she shall before submitting the quotation, set forth the particulars thereof and submit them to the Traffic Manager in writing in order that any such doubt may be removed/clarified.
3. The submission of a tender by tenderer implies that he has read this Instruction and the Terms and Conditions of Contract and has made himself aware of the scope and specifications and other factors bearing on the tender. The principle of caveat emptor (let the buyer be aware) will apply.
4. Quotation in sealed cover, super scribing RFQ No. should reach the office of the TRAFFIC MANAGER, on or before 1400hrs on 20.06.2022.
5. Bidders are required to submit their price bid in Price Schedule only. Disclosure / indication of the Price(s) elsewhere shall make the Tender disqualified and will be

rejected. The rate shall be quoted in the prescribed format in the Price Schedule and should be strictly as per units given in the schedule.

6. The Quotation will be opened at 1500 hrs on 20.06.2022 in the Mini Conference hall, 2nd floor, Cochin Port Trust. Tenderers may remain present at the time of opening of the quotations.
7. The tender shall remain valid and open for acceptance for a period of 90 days from the date of opening of the quotation. The Cochin Port Authority may request the tenderers to extend the period of validity for a specific period. The tenderer will have an option to refuse the request. However, in the event of the tenderer agreeing to the request, they will not be permitted to modify the tender.
8. **Acceptance of Tender:** Cochin Port Authority does not bind itself to accept the lowest tender or any tender and reserves the right to accept any tender in part or to reject any tender or all tenders without assigning any reasons whatsoever.
9. **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.
10. **Minimum Qualification Criteria:**

Sl. No	Criteria	Documents to be submitted
10.1	The bidder should be a Customs approved Valuer , who is registered with Income Tax department under the Wealth Tax Act and or holding appropriate certificate of the Institution of Valuers.	Copy of relevant documents.
10.2	The bidder should have work experience with Govt. Organizations like Customs/ Govt. Undertakings for minimum three years in the past 6 years ending 31.05.2022.	Documents in proof of experience.

11. **Scope of work:**
 - a) The surveyor/valuer will be given a sale list by the Traffic Manager's office covering import or export cargo which will have to be valued for inclusion in sale. The valuation will have to be carried out in presence of Cochin Port Authority personnel. Customs officials may also be present as and when required.
 - b) The surveyor/valuer will ascertain the value of the material by market study and indicate the same in the valuation report. The valuation report will have to be submitted in sealed envelope to Cochin Port Authority. 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. The surveyor/valuer will be duty-bound to indicate the method and source from which the valuation has been arrived at when demanded by Cochin Port Authority.
12. The valuer shall provide full details of the basis of valuation in their report including physical description and condition of goods.
13. The valuer will be responsible for the findings/suggestions/ implications of their report on the assignments allotted to him.
14. The valuer will maintain secrecy of the work assigned to him and his report on valuation. He will not divulge any information that he may come across at any stage of valuation to others in detriment to the interest of Cochin Port Authority.

15. Uncleared/unclaimed cargo may be of various type and will be lying at various sheds/points at Cochin Port Authority.
16. 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.
17. The surveyor/valuer will have to get the valuation report printed at his own cost. The report will have to be submitted in duplicate.
18. The valuer should complete the valuation work including submission of the valuation report within two weeks from the date of receipt of intimation.
19. 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.
20. 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.
21. The conveyance expenditure incurred by the valuer for this purpose will be reimbursed at a rate of Rs.14 per km in case of own vehicle or the actual cost as per the taxi bill, subject to a maximum of Rs.500 per day.
22. 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.
23. The valuer shall make his own arrangements for obtaining all licenses, permits etc, if any that may be required in connection with the service.
24. Cochin Port Authority will in no way be responsible for accidents and claims arising out of such accidents while performing his service.
25. The valuer shall comply with statutory obligations of State and Central Government, wherever applicable.
26. 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.
27. 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.
28. 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.
29. **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.
30. The bidder should submit an affidavit stating that he has not been black listed nor received any adverse remarks from any agencies engaged the valuer for the last three years ending 31.05.2022.
31. Traffic Manager may terminate the contract with valuer if there is breach of any conditions or the performance is found unsatisfactory.
32. Interested parties may quote the rates as per the schedule.
33. Quotation documents will be supplied free of cost from the Traffic Manager's Office and can also be downloaded from the Port's website www.cochinport.gov.in

Sd/-

TRAFFIC MANAGER



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	

Authorised Signature

Date :

Place :

Seal :



(PRICE SCHEDULE)

Rate per day for valuation of up to 10 Cu m of Goods.	Rs...../- (Rupees..... only)
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Note 1. Each additional 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 for up to 10 Cu m of Goods.

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 upper limit of 10 Cu m of Goods will not be applicable on the rate per day.

The rate quoted should be excluding taxes.

Signature of Tenderer with date and seal.