

**NEW MANGALORE PORT AUTHORITY**  
**CIVIL ENGINEERING DEPARTMENT**  
**ESTATE DIVISION**



2/14/2019/EBL-2

Date:21.03.2023

To,

**The Intending Bidders**

Sir,

Sub: Invitation of Quotation for “Valuation of Existing structures at 3766Sqm Area allotted to M/s Aspinwall & Company Ltd”.

The New Mangalore Port is a modern all weather Port situated at Panambur, Mangalore. The Port has a total land area measuring about 2290 acres (Including Kudupu and Bondel) consisting of warehouses, buildings etc. The Land and Buildings available with the Port apart from the one required for its own are being leased to the various Port Customers/Port users/Government bodies etc .

It is proposed to conduct valuation of existing structure in accordance with industry accepted standards and practices for obtaining information necessary for valuation of the structure available for allotment on lease.

Hence the Port has intended to invite sealed quotations from eligible authorized valuers for carrying out the Valuation of existing structure at 3766 sqm area allotted to M/s Aspinwall & Company Ltd. Please find herewith the enclosed Notice Inviting quotation along with the conditions and Annexures for your further action.

Yours Faithfully

S/d  
Asst. Estate Manager (Gr.I),  
New Mangalore Port Authority

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CIVIL ENGINEERING DEPARTMENT  
**ESTATE OFFICE**

**NOTICE INVITING QUOTATION**

**INDEX:**

<b>1. Notice inviting quotation</b>	<b>...</b>	<b>Page No. 01 - 03</b>
<b>2. Instructions to the Bidders</b>	<b>...</b>	<b>Page No. 04 - 04</b>
<b>3. General Conditions</b>	<b>....</b>	<b>Page No 05 - 09</b>
<b>4. Bill of Quantities</b>	<b>...</b>	<b>Page No. 10 – 10</b>
<b>5. Format of Bid Security (Annexure-1)</b>	<b>...</b>	<b>Page No. 11 – 11</b>



New Mangalore Port Authority  
Civil ENGINEERING Department  
Office of the Assistant Estate Manager (Gr-I)

Quotation No. 2/14/2019/EBL-2

Date: 21.03.2023

Sealed quotations are invited from the authorized Valuers for the following work.

Name of Work	Valuation of Existing structures at 3766Sqm area allotted to M/s Aspinwall & Company Ltd
Details of Plot/Land Parcel	Will be informed to the successful Bidder
	<p>The Bid Security Declaration in the format as prescribed at <b>Annexure-1</b> of this document shall be submitted by the Bidders along with their offer.</p> <p>EMD of Rs 236/- shall be paid through RTGS in favour of FA&amp;CAO,NMPA.</p> <p>The benefit of Exemption of EMD to all Micro and small enterprises (MSE) shall be extended, subject to the condition that the Bidder's shall upload with their offer, the proof of their being MSE registered with district industries center (DIC) or Khadhi and village industries commission or Khadhi and Industries board (KVIV) or Coir board or National Small Industries Corporation (NSIC) or Directorate of handicrafts and handlooms or UdhogAadhar Memorandum or Udyam Registration Certificate or any other body specified by Ministry of MSME.</p>
Scheduled date of Submission	03.04.2023. on or before 1500 hrs
Scheduled date of Opening	03.04.2023 after 1530 hrs
Contract Period	One week (7 days)
Completion period for valuation	Seven Days from the date of issue of "Notice to Commence" of the specified Plot.

The quotation shall be submitted to the Estate office on or before the scheduled date of submission and will be opened after 15.30 hrs on the same day in the presence of the Bidders or their authorized representatives and in presence of Finance department officials at Estate office located in the first floor of the Administrative office building.

The Bidders may visit the office of the undersigned on any day during working hours to inspect and get acquainted with the topographical and existing features of the structure. The Valuer shall quote the rate in figures as well as in words clearly.

The offer submitted should be open for acceptance for a period of 28 days from the date of opening the same. In the event of bidder backing out before the expiry of 28 days from the date of opening the offer or fails to adhere to the conditions stipulated herein and in the contract for which the offer is deemed to have been submitted, the EMD of the said Valuer will be forfeited to the account of New Mangalore Port Authority.

The successful Bidder shall execute an Agreement / Undertaking in the prescribed form on a stamp paper of required value and sign the pages of the contract form including plans enclosed to the same.

**(M.PRAHALATHAN)**  
Asst. Estate Manager (Gr.I),  
New Mangalore Port Authority

## INSTRUCTIONS TO BIDDERS

- 1) Sealed quotations are invited by New Mangalore Port Authority, Panambur for the work of **“Valuation of existing structure at 3766Sqm area allotted to M/s Aspinwall & Company Ltd”**.
- 2) The Bidder should be a Registered Valuer under Wealth Tax Act 1957/ appointed under Estate Duty Act-1953 /Empanelled valuer of Income Tax Department/ Govt./Public Sector Banks/ LIC/ Ports/ High Courts/ Any other relevant Organization approved by the Central/ State Government/ for valuation of immovable properties during last Five years (2017-18 to 2021-22) ending last day of the month previous to the one in which Quotations are invited
- 3) The quotations shall be submitted to the Estate office,A O Building, NMPA , Panambur Mangalore-within the closing date and time as indicated in the Notice Inviting Quotation. No quotation received after the scheduled time shall be considered and no request/ communication from the end of any Bidder shall be entertained by NMPA in connection with late submission of Quotation.
- 4) The quotation shall be accompanied by an Earnest Money Deposit (EMD) and the form of Bid Security Declaration in the format as prescribed **at Annexure-1** of this document .The EMD submitted should be valid for a period of 28 days from the date of opening the Quotation.
- 5) The time schedule for various activities in connection with the Quotation will be as follows:

Sl No	Event	Details
(a)	Closing date, time & place for submission of the Quotation	The quotations shall be submitted to the Estate office ,A.O. Building, NMPA,Panambur within 15:00 hrs on 03.04.2023.
(b)	Public opening of the “Quotation”	03.04.2023 at 15:30 hrs in the Estate office, A.O Building, NMPA Panambur

- 6) The Bidder shall submit copy of PAN certificate and Goods & Service Tax registration certificate, along with his Quotation.
- 7) All Bidders are advised to visit the “site” before submitting their offers,in order to make themselves fully aware of the site conditions. New Mangalore Port Authority will not be responsible for any cost or expenses incurred by the Bidders in connection with preparation or delivery of the Quotation, including costs and expenses related to visits to the sites.

**Asst. Estate Manager (Gr.I)**

**GENERAL CONDITIONS**  
**SCHEDULE 'A'**

1. The Engagement of Valuer is to carry out the Work of Valuation of Existing structures at 3766Sqm Area allotted to M/s Aspinwall & Company Ltd
2. The Successful Valuer shall complete assignment within the time period **of 7 (seven) days** from the date of receipt of the letter to carry out the valuation as stated above or the period stated therein.
3. **Valuer's office:** - The Valuer should use their own office space to perform the required work after site work.
4. **Minimum Eligibility Criteria:-**
  - a) The bidder should submit the Proof of practicing as a consulting engineer, surveyor or architect along with Certificate of membership / registration
  - b) The Valuer shall be a graduate in Civil/Architecture Engineering from the Recognized University in India. The Valuer should be a member of any of the professional valuer bodies in India.
  - c) The bidder must have experience of valuation of land and building for a period not less than 5 years.
  - d) The valuer should have completed atleast 5 assignments of valuation of Building successfully for public sector/financial institutions.
  - e) Completion certificate from the appointing entity client - One recent assignment (preferably latest) and one assignment of at least 5 years old in the said valuation category or letter of appointment from client for assignment along with invoice raised and proof of receipt of payment against the completed assignment
5. **Materials:**

The Valuer has to make his own arrangements for supply of materials (which are not to be supplied by the department) labour, staff and tools and plants. The selected firms will use their own equipment, materials, supplies, accessories, etc. to perform the required work. Valuer personnel and equipment as required to complete the assignment shall be provided/arranged by the Successful valuer.

**6. Performance Security Deposit:**

The Performance Security Deposit for the work is at the uniform rate **@ 3% of the quoted amount** shall be paid by RTGS in favour of F.A. & C.A.O., NMPA. The Security Deposit shall be forfeited in whole or in part at the discretion of the Chief Engineer if in his opinion, if the Bidder has failed to fulfill any of the conditions of the contract. The Performance Security Deposit will remain in force throughout the period of contract and will be refunded after the successful completion of work. Maintenance period for this work is **Nil** months.

**7. Miscellaneous conditions:**

- a) The Chief Engineer (Civil)/Dy.Chief Engineer (Civil) shall have the right to omit at his discretion one or more items of work when placing the order or during the course of execution, if necessitated. Similarly the Chief Engineer (Civil)/Dy.Chief Engineer (Civil) may alter or substitute some of the items in the interest of work. The rates for such altered/substituted items shall be worked out by the Engineer in charge as per standard CPWD practice and paid. No claim whatsoever will be entertained in the regard and the decision of the Engineer in charge will be final.
8. Income Tax at the applicable rate will be recovered from the gross amount of the Bidder/Valuer's bill as per financial Act 1972.
9. The quantities given in the schedule of quantities are those upon which the approved estimated cost of the work is based out they are subject to alterations, omissions, deductions and additions and do not necessarily show the actual quantities of the work to be done.
10. The work shall be done to the satisfaction of the Engineer-in-charge or his representatives. The work shall be done in accordance with industry accepted standards and practices and the specification given in the schedule do not necessarily show the actual quantities of the work to be done.
11. The work is to be carried out with due diligence and executed in a workman like manner. The VALUE equipment used by the Bidder/Valuers are to be of the best of its kind in all cases to be subject to the approval of the Engineer-in-charge whose decision to the rate of progress, the quality of the work or materials, staff, etc., shall be final.
12. The valuation of the structure should be done as on a "Replacement" basis following the principles as defined in Indian accounting standards (Ind AS 113).

13. In case the Bidder/Valuer incompleted the work, the Engineer in charge shall have right to have the work completed through any other agency and recover the extra expenditure incurred by the Port in doing so from any money due to the Bidder/Valuer.
14. The Bidder/Valuer shall conform to and comply with the Regulations and by-laws of the New Mangalore Port Authority Board and of all local authorities, the Factories Act, Indian Electricity Rules, the Government Customs, Police Department, etc.
15. The Bidder/Valuer shall be responsible for any accident, damage or injury caused to any of his employees or property in course of the work and shall hold the Port Authority blameless in respect thereof and also in respect of any claim made by any persons or any reasons whatsoever.
16. The Bidder/Valuer shall be solely responsible for reporting to the Board and the Police Department immediately of any serious or fatal accident inside the Port Authority's premises to any of his employees/workmen engaged by him or any person involved in an accident as a whole of the work.
17. The work shall be carried out without any inconvenience to the Port Authority and to other works in progress in the neighborhood and any lessee of the Port.
18. The work shall be carried out in day light only during the Port Authority's working days generally.
19. The Bidder/Valuer shall in connection with this work provide and maintain at his own cost, guards, when and wherever necessary or required by the Engineer-in-charge or his representative for the protection of the work or for safety and convenience of the public or other persons.
20. The valuation of the structure will be done by mutually acceptable to port and the existing lessee.
21. Only L1, L2 & L3 quotations will be considered in the List of panel valuers who are qualified as per the SI No 4.
22. Names of the valuer will be included in list of panel valuers **who would agree to match the lowest received rate (L1 rate.)**
23. The work shall be allotted to the one of bidder, after getting the confirmation from the lease holder.
24. The payment shall be made to the valuer on completion of assignment. The bill for the work shall be preferred and submitted by the Bidder/Valuer in the port's



prescribed form. The Goods & Service tax component shall be indicated separately in the Bill.

**25.** The valuer has to submit one copy of the bill to the lease holder for future reference of lease holder.

**26.** EMD will be refunded to 2 unselected valuers after issuing work commencing order to the selected valuer.

**27. Scope of Work:**

(a) The Bidder/Valuer shall provide structure Valuation services.

(b) The valuation of the structure should be done as on a “Replacement” basis following the principles as defined in Indian accounting standard (Ind AS 113).

(c) The Bidder/Valuer shall use their own equipment, materials, supplies, accessories, office space, etc. to perform the required work.

(d) The following deliverables shall be submitted:

(i) Identity of the valuer and any other experts involved in the valuation

(ii) Factors and values considered for valuation.

(iii) Factors in arriving the present market value of the structure.

(iv) Identity of the valuer and any other experts involved in the valuation;

(v) Disclosure of valuer interest/conflict, if any;

(vi) Valuation date and date of report;

(vii) Sources of information;

(ix) Procedures adopted in carrying out the valuation;

(x) Valuation methodology;

(xi) Major factors that influenced the valuation;

(xii) Conclusion with value

**28.** It shall be clearly understood that the rates mentioned in the schedule are inclusive of everything & Income Tax to be done for the proper completion of the work, according to specification and drawings. Goods & Service Tax will be reimbursed as per actual to the Bidder/Valuer.

**29.** All the payments made by the Authority to the Bidder/Valuer for the work shall be rounded off to the nearest paisa.

**30. Time Schedule:**

- I. The Successful Bidder/Valuer shall carryout the requisite structure Valuation when informed by the under signed, against the written work orders.
- II. Total Period for completion of the work, including the submission of deliverables is **7 (Seven) days** from the date of issuance of the work order.
- III. The Contract period shall be for a period of **7 days** from the date of issue of letter. The Port reserves the right to discontinue the services without assigning any reason and notice.

**31. Extension of time:**

If the Bidder/Valuer shall desire an extension of time for completion of the individual assignment on the grounds of his having been unavoidably hindered in its execution or any other ground, he shall apply in writing to the Engineer in charge, within 3 days of the date of hindrance, on account of which, he desires such extension as aforesaid and the Engineer in charge shall grant extension of time, if in his opinion, be necessary or proper.

**32. Levy of compensation:**

Time allowed for the carrying out the work as stipulated at clause No 26 of this document shall be strictly observed by the Bidder/Valuer. In the event of the Bidder/Valuer, failing to comply with this time schedule, he shall be liable to pay as compensation an amount equal to 0.5% (Half percent) per day on the quoted amount of whole work for every day that the work remain uncommenced or unfinished subject to a maximum of 10% of the quoted amount of the work as shown in the Quotation irrespective of any kind of reasons put forth by the Bidder/Valuers except on account of delay at the instance of the port Authority or natural calamities.

### **Bill of Quantities**

**Name of Work:** "Engagement of Valuer to carry out the Valuation of Existing structure at 3766Sqm Area allotted to M/s Aspinwall & Company Ltd."

Sl. No.	Location / area	Unit	Quantity	Unit Rate (Rate/Structure) (Rs)	Amount Quoted per structure in Rupees (figures)	Amount Quoted per structure in Rupees (Words)
1.	Engagement of Valuers to carry out the Work of Valuation of Existing structures at 3766 Sqm Area allotted to M/s Aspinwall & Company Ltd and <b>submission of deliverables as stated at Cl 27</b> along with the VALUE of the Structure.	Structure	1			
The Rate quoted shall be exclusive of Goods & Service Tax. Goods & Service tax as applicable shall be reimbursed to the firm.						

Signature of the Bidder  
Address:

**BID SECURITY DECLARATION FORM**

*This format shall be typed in Bidder's Letter Head*

To:

The Assistant Estate Manager (Gr-1)  
Estate Division, Civil Engineering Department  
New Mangalore Port Authority, Panambur-  
575010

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid security declaration.

I/We accept that we will automatically be disqualified from bidding for any contract with New Mangalore Port Authority for a period of 2 (two) years starting from the date of notification from the Employer, if the undertaking of the affidavit submitted by us or our constituents in pursuance to any of the declarations of Letter of quotation submitted by us are found to be false at any stage during the process of bid evaluation; or

I am /We are in a breach of any obligation(s) under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the bid, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) do not accept the correction of errors in accordance with the Instructions to Bidders; or
- c) having been notified of the acceptance of our Bid by the employer during the period of bid validity, I fail or refuse to execute the contract, if required; or

I/We understand this Bid Security Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of

- i. the receipt of your notification of the name of the successful Bidder; or
- ii. 28 (Twenty eight) days after the expiration of the validity of my/our Bid

Signature:

Designation:

Name:

Date:

Seal