



**OFFICE OF THE GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY**  
**STATFED BUILDING, BHANGAGARH, GUWAHATI-781005**

**Website:** [www.gmda.assam.gov.in](http://www.gmda.assam.gov.in)  
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**Tel:** 0361-2529650/9824  
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NIT No. GMDA/GEN/11/2014/58

Dated: 12/02/2018

**Notice Inviting Tender**

Sealed bids in Two Envelope system are invited by Guwahati Metropolitan Development Authority from reputed and experienced registered Valuers for valuation of GMDA's flats located in Games Village (Ph-I) Borsajai, National Highway.

The detailed tender documents can be viewed and downloaded from the GMDA's website [www.gmda.assam.gov.in](http://www.gmda.assam.gov.in). Last date of submission of the tender is **26/02/2018 up to 2.00 pm.**

Amendment /Addendum to the tender, and further notifications, if any, shall appear in the above mentioned website only. Authority reserves the right to make the changes to the terms of tender documents and reject any or all offers without assigning any reason thereof.

Sd/-  
(Dr. M.Angamuthu, IAS)  
Chief Executive Officer  
Guwahati Metropolitan Dev. Authority  
Bhangagarh, Guwahati-781005



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NIT No. GMDA/ GEN/11/2014/58

Dated: 12/02/2018

**INVITATION FOR BID**

1. The Chief Executive Officer, Guwahati Metropolitan Development Authority (GMDA), Guwahati invites sealed bids in two envelope system are invited from reputed and experienced registered Valuers for valuation of GMDA's flats at Games Village (Ph-I), Borsajai, NH-37, as detailed below :
  - a) Name of work : Valuation of GMDA's flats at Games Village (Ph-I)
  - c) Completion Period : 15 days
  - d) Sale of Tender document : Tender document can only be seen and downloaded from GMDA's website [www.gmda.assam.gov.in](http://www.gmda.assam.gov.in)
  - e) Tender Fee : Rs 500/- (Rupees Five Hundred only)
  - f) Receipt of bids : **Upto 2.00 P.M. of 26 /02/2018**
  - g) Date, Time & venue of Opening of bids : 26/02/2018 at 3.30 P.M. in the conference hall of GMDA
  - h) Seek clarification end date : 23/02/2018 upto 3.30 P.M.
2. GMDA have constructed the flats at Games Village (Ph-I) during the National Games in 2007. Now GMDA intends to sell the old flats on valuation of the flats.
3. The Qualification Criteria for Valuer is as under-
  - (a) Valuer must be a Government approved Valuer. (Copy of registration to be attached with Tender)
  - (b) The Valuer should also be in the empanelment of Bank/s, Financial Institution, Government Organisation and/or PSU/s. (Supporting documents should be furnished)
  - (c) Valuer should have at least 10 years experience for the valuation of properties.
4. Tender documents can only be downloaded from the from the GMDA's website <https://gmda.assam.gov.in/>. The tender document fee (non refundable) is Rs.500/- (Rupees five hundred only) and to pay in the form of demand draft or bankers cheque only, payable to CEO,GMDA at Guwahati. The bid not accompanied by document fee will be non responsive.

5. Issue/download of Tender documents to/by the valuer will not automatically mean that the valuer is qualified for the Award of the contract. The valuers will be required to further fulfill the Qualification Criteria given in the Tender Document before being considered eligible for the Award of the work. No Condition/Deviation which is either additional or in modification of the tender conditions shall be included in the bid submitted by the valuer. If the bid contains any such conditions or deviations from the tender conditions, the bid will be rejected.
6. In case of any discrepancies, the provisions of this Tender Notice shall take precedence over all other bidding documents.
7. The tender documents are not transferable. The bidders are required to put the tender in the Tender Box personally or through their authorised representative. Bids in sealed condition shall also be received by Post/Courier provided that the Bid is received before the stipulated time and date (as per tender condition) in the receipt section of GMDA office, Bhangagarh, Assam, India. CEO, GMDA shall not be held responsible for the delay, if any, in the non-receipt of the same.
8. The Tender Notice Number and name of work shall be super scribed on the sealed envelopes.
9. GMDA does not bind itself to accept lowest or any other bid and reserves the right to reject lowest or any other bid or all the bids and accept any bid either in the whole or in part or split up the work between more than one valuer without assigning any reason whatsoever. The valuer shall be bound to execute the same at the quoted rates.
10. In case the date of opening of the bid as mentioned above is declared to be a holiday, the bids shall be received and opened on the next working day at the same time and venue.
11. Any revisions, clarifications, corrigenda, addenda, time extensions etc. to this tender will be posted on the GMDA website only. The valuers should regularly visit the website to keep themselves updated.

Sd/-  
Chief Executive Officer  
Guwahati Metropolitan Dev. Authority  
Bhangagarh, Guwahat

## **TERMS AND CONDITIONS**

**1. Qualification criteria:** The Qualification Criteria for Valuer is as under-

- (a) Valuer must be a Government approved Valuer. (Copy of registration to be attached with Tender)
- (b) The Valuer should also be in the empanelment of Bank/s, Financial Institution, Government Organisation and/or PSU/s. (Supporting documents should be furnished)
- (c) Valuer should have at least 10 years experience for the valuation of properties.

**2.** Valuers are required to enclose proof for being Govt. approved valuer, failing which quotation shall be rejected.

**3.** Valuers should submit work experience and shall submit details of as per the application form.

**4. Cost of Bidding**

The Bidder shall bear all costs associated with the preparation and submission of his Bid, and the authority will, in no case, be responsible or liable for those costs.

**5. Site Visit**

The Bidder, at his own cost, responsibility and risk is encouraged to visit, examine and familiarize himself with the site and its surroundings and obtain all information that may be necessary for preparing and submission of the bid. The costs of visiting the Site shall be at the Bidder's own expense. He may contact the GMDA office during the office hours.

**6. Bidding Documents**

6.1 Language of Bid: All documents relating to the Bid shall be in the English Language.

6.2 The Bid submitted by the Bidder shall be in two sealed separate envelope clearly marked Technical & Financial Bid and outer envelope covering both the Technical & Financial Bid to be addressed below:

The Chief Executive Officer  
Guwahati Metropolitan Development Authority,  
Bhangagarh, Guwhati-05

**7.** Valuers should submit Lump sum Valuation charges (in Indian Rupees) in respect of

valuation of the properties. The offer should be inclusive of all taxes.

8. Financial Bid shall be opened only after for those bidders who qualify in the technical evaluation. Please note that bids with any conditionality shall be summarily rejected.
9. The Valuers should maintain the confidentiality of Valuations provided to the Company.
10. The Valuers can inspect the flats on any working day between 10.00 AM to 3.00 PM. valuers may contact the GMDA office.
11. The Valuers should indicate the methodology proposed to be adopted for valuation of the properties.
12. No Fax / Telex /Email / Telegraphic Quotations will be accepted.
13. Incomplete and conditional offer shall be rejected.
14. The rate quoted shall be indicated both in words and figures. Where there is difference between amount quoted in words and figures, amount quoted in words shall prevail.
15. All disputes are subject to Guwahati jurisdiction only.
16. All the pages of the Tender Document shall be signed and stamped. This Tender Document is not transferable.
17. The authority reserves the right to accept or reject any or all offers without assigning any reason.

**18. Scope of Work:**

- i. The valuation of 40 nos. 3 BHK flats having 1250 sqft super built area in different floors including parking space at Block A-2 and A-7 at Games Village (Ph-I) located at Borsajai, National Highway-37.  
The flats details as per Annexure-I.
- ii. The Valuer shall assess the government value and fair market value of the specified flats.

- iii. The Valuers need to enclose following in their Valuation Report :
- a. Description of Methodology adopted for valuation
  - b. Copy of Gazette notification showing Government guidance value of property in the locality.
  - c. Details of market survey conducted by the Valuer during valuation.
  - d. Details of guidelines/ norms issued by the Govt. /Govt Departments if any, to be followed by the valuers during valuation.
- iv. Provide sufficient information to permit those who read and rely on the report to fully understand the data, reasoning, analyses and conclusions underlying Asset Valuer's findings, opinions and conclusions.
- v. Completely and understandably set forth the valuation report in a manner, which will be comprehensive, accurate, and not in any manner misleading.
- vi. The Valuer has to submit the Valuation report within 15 days of the award of contract; failing which, the contract shall stand automatically withdrawn without any further notice and no claim from the valuer whatsoever shall be entertained. The details of the property will be provided after short listing of Valuer.

## **TECHNICAL BID FORM**

### **INFORMATION TO BE FURNISHED BY “GOVERNMENT REGISTERED VALUERS”**

- 1 Name of the Valuer :
- 2 Name of the firm :  
(specify whether individual / partnership  
etc.)
- 2(a) If Partnership, Attach Deed :
- 2(b) If Company, enclose Memorandum and  
Articles of Association of the Company.
- 3 Valuer registration details :  
(copy of registration certificate to be  
enclosed)
- 4 Specify the details for the Valuations :  
Done during last 10 years. (Documentary  
evidence to be Submitted)
- 5 Specify the name of Banks, Financial :  
Institutions, Govt. organizations in whose  
Empanelment the Valuer is. (Documentary  
evidence to be Submitted)
- 6(a) No. of employees in the firm :
- 6(b) No. of civil engineer employed by valuer :
- 7 Local address for correspondence :
- 8 Telephone/ Fax/Email
  - 1 Telephone / Mobile :
  - 2 Fax :
  - 3 E-mail :

- 9 Since how many years the valuer is in this profession :
- 10 Copy of the latest Income Tax Assessment Order for the previous year to be attached along with PAN. :
- 11 GST Regn. No. (copy to be enclosed) :
- 12 List of enclosures
- |   |        |
|---|--------|
| (a)Copy of Registration Certificate                           | Yes/No |
| (b)Partnership Deed/ Memorandum and articles of Association   | Yes/No |
| (c)Copy of Pan card   | Yes/no |
| (c)Copy of Service tax regn.                                  | Yes/No |
| (d)Details of Past Experience                                 | Yes/No |
| (e) Proof of empanelment in Banks/ F.I. or Govt. organisation | Yes/No |
| (f)Assessment Order of Income Tax                             | Yes/No |
| (g)Tender Cost  | Yes/No |
- 14 Furnish any other information required To justify capabilities for this contract :

Name and signature of the valuer with seal and address.

Place :

Date :

(Extra sheet to be added if required)



## **COMMERCIAL BID**

## **COMMERCIAL BID**

### **Format of Price Bid on the Letterhead of the Bidder**

<b>SN</b>	<b>Description of work</b>	<b>Lumsum Valuation fee in Rs</b>
1	The valuation of 40 nos. 3 BHK flats having 1250 sqft super built up area in different floors including parking space at Block A-2 and A-7 at Games Village (Ph-I), Borsajai.	

Grand Total (Rs)

Amount in words- Rupees

Note:

- i. The amount quoted should be inclusive of any taxes.
- ii. IT shall be deducted as per applicable norms
- iii. In case of mismatch in figures and the words quoted; the words will be taken as correct for all purposes.

Name and signature of the  
Valuer with seal and address.

Place :

Date :

**Annexure-I****Details of Flats for Valuation  
Block- A-2 (26 Nos)**

<b>Sl</b>	<b>Flat no.</b>	<b>Type</b>	<b>Super Built Area (in Sqft)</b>
1	A-02/001	3 BHK	1250
2	A-02/002	3 BHK	1250
3	A-02/101	3 BHK	1250
4	A-02/102	3 BHK	1250
5	A-02/103	3 BHK	1250
6	A-02/104	3 BHK	1250
7	A-02/201	3 BHK	1250
8	A-02/202	3 BHK	1250
9	A-02/203	3 BHK	1250
10	A-02/204	3 BHK	1250
11	A-02/301	3 BHK	1250
12	A-02/302	3 BHK	1250
13	A-02/303	3 BHK	1250
14	A-02/304	3 BHK	1250
15	A-02/401	3 BHK	1250
16	A-02/402	3 BHK	1250
17	A-02/403	3 BHK	1250
18	A-02/404	3 BHK	1250
19	A-02/501	3 BHK	1250
20	A-02/502	3 BHK	1250
21	A-02/503	3 BHK	1250
22	A-02/504	3 BHK	1250
23	A-02/601	3 BHK	1250
24	A-02/602	3 BHK	1250
25	A-02/603	3 BHK	1250
26	A-02/604	3 BHK	1250

**Details of Flats for Valuation**  
**Block- A-7 (14 Nos)**

<b>Sl</b>	<b>Flat no.</b>	<b>Type</b>	<b>Super Built Area (in Sqft)</b>
1	A-07/003	3 BHK	1250
2	A-07/004	3 BHK	1250
3	A-07/101	3 BHK	1250
4	A-07/102	3 BHK	1250
5	A-07/103	3 BHK	1250
6	A-07/104	3 BHK	1250
7	A-07/201	3 BHK	1250
8	A-07/202	3 BHK	1250
9	A-07/203	3 BHK	1250
10	A-07/204	3 BHK	1250
11	A-07/301	3 BHK	1250
12	A-07/302	3 BHK	1250
13	A-07/303	3 BHK	1250
14	A-07/304	3 BHK	1250