

**Ref : 2324 / SVR / Tender-1002**

**Last Date for submission: 08-Oct-2023**

**Application for Pre-Qualification of Casting & Machine Shop process Scrap Buyers**

To

**Deputy General Manager**  
SVR Department  
Maruti Suzuki India Limited  
Palam Gurgaon Road  
Gurgaon – 122015

**Subject:** Application for Pre-Qualification of Casting & Machine Shop process Scrap buyers for Maruti Suzuki India Limited vide advertisement on <https://www.marutisuzuki.com/corporate/reach-us/business-opportunities.aspx>

Dear Sir,

This has reference to your subject advertisement regarding **Pre-Qualification of Casting & Machine Shop process Scrap** buyers validity from 01-Jan-2024 to 31-Dec-2025. We hereby apply for the same. Our company details are given below.

S.No	Item	Details
1	Name of the Company	
2	Address	
3	Date of Incorporation	
4	Authorised Contact Person(Please give Name & Address)	
5	Phone No (with STD Code)	
6	Mobile Phone No. 1	
7	Mobile Phone No. 2	
8	E-Mail Address 1	
9	E-Mail Address 2	
10	Turn-Over (Rs. Crores) 2019-20 2020-21 2021-22 2022-23 (Provisional)	
11	Profit After Tax (Rs Crores) 2020-21 2021-22 2022-23 (Provisional)	
12	Type of Business-( Please circle appropriate Type)	Aluminum -Scrap Trader / Melting Furnace Iron – Scrap Trader / Melting Furnace
13	Experience in Current business(No.of Years)	

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14	Status of Company- (Prop./Pvt Ltd/Ltd)	
15	<b>Details of Directors / Partners (Add additional Sheets if required)</b>	
	<b>Name</b>	<b>Address &amp; Phone No.</b>
15.1		
15.2		
15.3		
16	Type of Scrap being applied for(Pl tick the appropriate & delete the rest)	Aluminum / Iron / Both
17	<b>Names of Manufacturers from whom Steel Scrap is being currently bought</b>	
17.1		
17.2		
17.3		
18	Total <b>Value</b> of Scrap Purchased (Rs Crores)	In 2021-22 → In 2022-23 →
19	Total <b>Qty</b> of Scrap Purchased (Metric Tonnes)	In 2021-22 → In 2022-23 →
20	Invoicing Address for Scrap	
21	Godown Space Type(Please attach proof)	<b>Rented / Leased / Owned</b>
22	Godown Area(In Sq.Yards)	
23	Godown Address	
24	Working Capital (as per 2021-2022Balance Sheet)- Rs Crores(Attach evidence)	
25	Working Capital Sanctioned by Banks.Rs Crores(attach evidence)	
26	Total Working Capital(Rs Crores)	
27	PAN No(Self-Declaration on Company Letterhead)	
28	GST No(Self-Declaration on Company Letterhead)	

We are also enclosing all the documents listed in Annexure-1

We hereby declare that all information given above by us is found incorrect, MSIL has the right to cancel contract that it may award to us based on this information.

**Yours sincerely,**

**For & on behalf of**  
**Name, Designation with co. seal**

**Date**  
**Place**

To be Signed by Authorised Signatory with Company Seal

**Pre- Qualification Tender Terms & Conditions**

**Ref: 2324/SVR/Tender-1002**

**Closing Date: 08-Oct-23**

**Terms and conditions of Pre-Qualification**

1. M/s MARUTI SUZUKI INDIA LIMITED, hereafter referred to as MSIL, is finalizing the list of buyers for Casting and Machine Shop process Scrap. Following terms and condition mentioned herewith are only indicative and shall not be considered exhaustive, MSIL reserve its rights to include or alter any terms and conditions
2. Pre-Qualification Tenders are invited from prospective buyers in the trade of Scrap Purchase/ Scrap Melting Furnace etc. for disposal of different categories of Aluminum & Iron Scrap process scrap from Casting & Machine shops at Gurgaon & Manesar Engine & Casting plants.
3. **Scrap offered for Sale:** MSIL offers following categories of **Casting & M/c Shop Process Scrap** for disposal, from Gurgaon & Manesar Plants.

S.No	Category	Description	Scrap Generation / Month (Tentative)
1	Aluminum Scrap	Dross / Gates / Bundled Chips / Chips / Mixed Chips	652 MT approx.
2	Iron Scrap	MS Chips (Dry / Wet) / CI Chips /Mixed Chips / Forging & Steel Components	1762 MT approx.

- a) **Above quantities are only indicative.** The Scrap Quantity would vary from month to month based on production volumes. Scrap would be sold on basis of actual generation from both Plants – Gurgaon & Manesar Engine and Casting.
- b) As the generation of scarp is continuous, it is required to be lifted on continuous basis.

**4. Criteria for Pre-Qualification:**

Basic Criteria for Pre-Qualification of Steel Shop Scrap Buyers are as follows:

S.No.	Criteria	Requirement
1	Godown space in Delhi – NCR	750 Sq. yds minimum
2	Experience in Aluminum / Iron Scrap trade, Aluminum / Steel melting etc.	2 Years
3	Working capital (WC) requirement	Aluminum Scrap – Rs 1.0 Crores Iron Scrap - Rs. 1.0 Crores. Both – Rs. 2.0 Crores
4	Payment Mode	RTGS /DD– 1 day in advance (Online funds transfer facility is Mandatory).

5	Applicable licenses	The Contractor shall have necessary and Valid licenses and authority under applicable laws for disposal of scrap.
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**5. Document Submission:**

- Applicants may submit Application Form along with Terms and Conditions, as detailed at S. No. 9, below.
- All pages of application form and attachments need to be signed and stamped by the authorized signatory.
- Incomplete applications are liable to be rejected.
- Applicants are also required to attach documents as per "Check list of documents to be attached", given in Annexure – 1, below.
- All tender documents should be submitted in a legible form and Cutting, Overwriting, Remarks etc. are not permitted in the tender documents.

**6. Shortlisting:** Shortlisted parties, after completion of Pre-Qualification process, will be communicated individually by MSIL thru e-mail. Successful Pre-qualified parties are entitled to participate in Scrap Disposal Tenders.

**7. No. of parties for each scrap category:** MSIL reserves the right to decide the number of parties to be selected in each scrap category. In case MSIL decides to have more than one party, the additional parties will be required to match highest bid price - H1 in that category.

**8. Last date of Submission:** Interested buyers may submit application for Pre-Qualification **latest by 08-Oct-2023 by 5 pm** to either of the following officials of the company :

**Mr. Chanderveer Singh Rajput**  
Dy. Manager (SVR)  
Maruti Suzuki India Ltd.  
Palam Gurgaon Road,  
Gurgaon- 122015  
Haryana  
**Tel: 0124-4392449**

**Mr. Lab Babu Prasad**  
Manager (SVR)  
Maruti Suzuki India Ltd.  
Palam Gurgaon Road  
Gurgaon- 122015  
Haryana  
**Tel : 0124-4393668**

**9. Other Terms & Conditions.**

- If the short-listed applicant does not meet the selection criteria, at any point of time, MSIL reserves the right to withdraw his / her / their name(s) from the list of pre-qualified parties.
- The shortlisted party would be required to enter into Pre-Qualification Agreement, signed on Non-Judicial Stamp Paper of Rs 100 denomination, with MSIL.
- They would also have to submit Pre-Qualification Security Deposit, Refundable upon completion of the Pre-Qualification term.
- The participation of the Pre-Qualified Traders would be reviewed regularly. During review if it is found that a Pre-Qualified Party did not participate in any tender, for 3 consecutive months, the Pre-Qualification Security Deposit would be forfeited and party will not be allowed to participate in Tender thereafter.
  - However, such parties may be allowed to participate in Tenders again, after submission of fresh Security Deposit, subject to approval of MSIL management.

- e) If the party continues to abstain from participation in the Tenders for more than 6 months, MSIL reserves the right to withdraw their name from the list of Pre-Qualified parties.
- f) Renaming of any buyer will be considered only after submission of "Fresh" Certificate of Incorporation consequent upon change of Name under the Companies Act 1956, without any change in structure of company.
- g) In case it is found that Director / Promoter / Partner of a Pre-Qualified buyer is related to another Pre-Qualified company / applicant, or related to any employee of Msil, their Pre-Qualification would be cancelled forthwith. MSIL reserves the right to blacklist the buyer.
- h) Buyers need to submit tender documents for Participating in Tender bid.

**10. Arbitration Clause:**

If any difference or dispute shall arise between the parties hereto the construction or true intent and meaning of any of the terms and conditions herein contained or as to any payment to be made in pursuance hereof or as to any other matter arising out of or connected with or incidental to these presents or as to the rights, duties and obligation of either party, such difference or dispute whenever and so often as the same shall arise, shall be referred to the Sole Arbitrator who will be a nominee appointed / nominated, by the Managing Director of Maruti Suzuki India Limited whose decision will be final and binding between the parties of the contract hereto. The venue for the Arbitration shall be Delhi and provisions of The Arbitration and Conciliation Act, 1996 shall apply.

**11. Undertaking by the buyers:**

I/we confirm that we have read and clearly understood above terms and conditions. We undertake to abide by these terms and conditions.

	(Signature)
	Name & Designation of Authorised Signatory
	Name of Company along with seal

1. The person signing the terms and conditions must be authorized to act and sign the declaration on behalf of the applicant. The onus of this responsibility lies with the applicant.
2. Each page of Terms & Conditions to be signed.
3. The above terms and conditions are only indicative and not exhaustive, MSIL reserves its right to sign the detailed terms and conditions with prospective buyers.

## Annexure-1

<b>Check List of Documents to be attached</b>			
<b>Sr. No.</b>	<b>Description</b>	<b>Documents Required</b>	<b>Attached</b>
1	Working Capital	Audited Copy of Balance Sheets & Profit & Loss Account for the years 19-20/20-21/21-22	Yes/No
		Letter from Bank/FI, showing sanctioned Working Capital	Yes/No
2	Experience Scrap Trade/End-Use	Copy of current invoice / Contract showing Purchase of Steel Scrap	Yes/No
		Copy of at least 2 years old invoice / Contract showing purchase of Steel Scrap	Yes/No
3	Godown Space	Copy of Registration/Conveyance/Lease Deed or Rent Agreement	Yes/No
4	Other Information	Self Declaration on Company Letterhead for PAN/GST	Yes/No
5	Terms & Conditions	Terms & Conditions of Pre-Qualification Tender, signed with Co. Seal	Yes/No
6	Company Address Proof	Electric Bill/ Lease Agreement/ Landline Telephone Bill	Yes/No
7	Self Declaration on Company Letterhead	Any Criminal/Financial/Economic/Tax Case pending in any Court of Law.	Yes/No
8		Blacklisting by any Company, if yes-give details.	Yes/No
9		Regarding Compliance of all Legal/ Safety Rules/ Regulation related to Handling/ Transportation/ Storage of Casting and Machine Shop process Scrap.	Yes/No
10		Any conflict of interest with any Employee of MSIL,	Yes/No
11	Declaration by Director/Partner/Promotor of the Company	Signed Declaration by all the Directors/ Partners/ Promoters of the Company that: He/ She/ They are not Directors/ Partners/ Promoters of any other company that is already Pre-Qualified or is participating in the current Pre-Qualification process	Yes/No
12	Any Other Document attached-pl specify		

Note-All the pages of Application Form & attachment should be signed & stamped by Authorised Signatory.

To be Signed by Authorised Signatory with Company Seal