

**MORADABAD NAGAR NIGAM**  
**TOWN HALL- BUDH BAZAR**  
**MORADABAD UTTAR PRADESH-244001**

Letter no- 429 /Account/NNM/2025

DATE- .09.2025

13-10-2025

**E-TENDER NOTICE**

This is to inform to all prospective bidders having the required qualification mentioned in the RFP document that Municipal Corporation Moradabad invites E-tender Valuation of lands, buildings, vehicles, agriculture lands, machineries and all types of movable & immovable assets on the basis of percentage.

**Schedule for Tender**

Sr No.	Activity	Date	Time
01.	Tender Document Availability	15/10/25	04.00 PM
02.	Last date of Bid submission	28/10/25	03.00PM
03.	Technical Bid opening Date	29/10/25	04.00 PM

For more details, please visit the website at <http://www.etender.up.nic.in>

Accounts Officer,  
Nagar Nigam Moradabad

**Empanelment of the experienced agencies for valuation of lands and buildings  
and other assets of Nagar Nigam Moradabad**



**Nagar Nigam Moradabad /  
Moradabad Municipal Corporation.**

**Invites  
Request for Proposal  
For**

**Request for Proposal for "Empanelment of the experienced agencies for Valuation  
of lands and buildings and other assets of Moradabad Nagar Nigam"**

**October-2025**

**Nagar Nigam Moradabad**

**Town hall-244001**

**Email ID-  
lekhavibhagnnm@gmail.com**



**Empanelment of the experienced agencies for valuation of lands and buildings  
and other assets of Nagar Nigam Moradabad**

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and other assets of Nagar Nigam Moradabad**

Disclaimer This request for proposal for "Empanelment of the experienced agencies for Valuation of lands and buildings and other assets of NAGAR NIGAM MORADABAD" contains brief information about the project and scope of work for the prospective Bidder. The purpose of this RFP is to provide the Agencies (herein called as 'Bidders') with information to assist in the formulation of their responses.

While all efforts have been made to ensure the accuracy of the information contained in this RFP document. However, this document may not have all the information required by the Bidder. The bidders are encouraged to conduct their own independent assessment, investigations, and analysis; check the reliability, accuracy, and completeness of the information at their end, and obtain independent advice from relevant sources as required before submission of their response. Nagar Nigam Moradabad (herein called as 'NNM' or 'client') and any of its employees or advisors shall incur no liability under any law, statute, rules, or regulations as to the accuracy or completeness of the RFP document.

The NNM reserves the right to change any or all conditions/ information set in this RFP document by way of revision, deletion, updating, or annulment through the issuance of an appropriate addendum as the NNM may deem fit without assigning any reason thereof.

The NNM reserves the right to accept or reject any or all applications without giving any reasons thereof. The NNM will not entertain or be liable for any claim for costs and expenses in relation to the preparation of the applications to be submitted in terms of this RFP Document.



**Empanelment of the experienced agencies for valuation of lands and buildings  
and other assets of Nagar Nigam Moradabad**

SR no	Particulars	Detail
1	Name of the Client	Nagar Nigam Moradabad
2	Name of the Assignment/Job:	Valuation of lands and buildings and other assets of NAGAR NIGAM MORADABAD
3	Bid Processing Fee	A non-refundable fee of INR 10003 Bid Processing Fee (through NEFT /RTGS/Net-Banking only)
4	Earnest Money Deposit (EMO)	There fund able amount of INR 20,000 must be paid through Demand Draft in Earnest Money Deposit (EMO) favour of "Municipal Commissioner, or through FDR/CDR/NEFT/ RTGS/ Net Banking only
5	Mode of Proposal Submission	Online- <a href="https://etender.up.nic.in">https://etender.up.nic.in</a>
6	Proposals Validity Period	120 days after the date of opening of the bid
7	Proposal Currency	Indian Rupees (INR)
8	Proposal Language	English
9	Method of Selection	Least Cost-Based Method (L1)( The Method of Selection bidder, whose financial quotes are found least, shall be declared as the successful bidder.)
10	Account details	Account details for submission of Bid Fee and EMD amount A/c Holder Name -Nagar Nigam Moradabad , Name of Bank- HDFC BANK, CIVIL LINES MORADABAD A/c Number - 50100106677622 IFSC Code - HDFC0000303
11	Performance Security	5% of the contract amount
12	Contact Person	

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<b>13</b>	<b>Schedule of Bidding Process</b>	
	Task	
	Bid upload date/time	
	Proposal Due Date (POD)	
	Bid Start Date	
	Queries	
	Pre-bid Meeting	
	Bid End Date	
	Opening of Technical Bids	
	Technical presentation	
<b>14</b>	<b>Consortium to be allowed</b>	

## **Empanelment of the experienced agencies for valuation of lands and buildings and other assets of Nagar Nigam Moradabad**

### **02. Introduction**

The Nagar Nigam Moradabad (hereinafter referred as 'NNM') is undertaking a number of developments works for in the city. The various works comprise the maintenance, strengthening & new construction works etc. of roads, sewers, drains, water supply, vehicle procurement and maintenance civil & electrical Works of different nature including RCC and steel structure works.

### **03. Objectives**

The main objective of this Tender Notice is to empanel experienced agency/agencies for the valuation of land and building assets of the NNM. The NNM wishes to find out the exact valuation of its assets for issuances of Municipal Bonds.

### **04.Scope Of Work**

The broad scope of work for the Asset Valuer is to carry out valuation of assets including Land & Buildings on "as is where is basis". The valuation is to be done keeping in view the objective of issuance of Municipal Bonds and would be changed if there is a change in the objective.

4. 1 In estimating the market value for the above assets, the Valuer shall clearly identify and describe the property being valued provided by the NNM.

4.2 Due Diligence and Review of the location, site plans, Plant & Machinery and due diligence on approvals from various regulatory authorities as applicable, lay outs etc., review of physical encumbrances, if any

4.3 Collect information and conduct due diligence of matters like market information, quotations and offers of similar assets sold or available in close proximity to the subject property

4.4 Value of the property by anyone or a combination of the following methods:

- 4.5.1 Comparison Method
- 4.5.2 Income Capitalization
- 4.5.3 Discounted Cash Flow
- 4.5.4 Cost Approach method
- 4.5.5 Replacement valuation or
- 4.5.6 Any other generally accepted valuation method



**Empanelment of the experienced agencies for valuation of lands and buildings  
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4.5 Suitably provide the Justification/logic/assumption for selecting the appropriate method for valuation.

4.6 State any assumptions or limiting conditions with sufficient supporting empirical data that may affect the analysis, opinions, and conclusions indicating implications on final valuation quantitatively and qualitatively.

4.7 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.

4.8 Completely and understandably set forth the valuation report in a manner, which will be comprehensive, accurate, and not in any manner misleading.

4.9 The Valuer will be responsible for generating a draft report (without giving specific figures of valuation) within a period of 2 (two) weeks from date of appointment and making detailed presentations on the subject matter as may be required by the NNM.

4.10 Post presentation, the Valuer, shall, if required, incorporate the suggestions as may be requested by the Government or provide for any other additional clarification that may be required. The final deliverable shall be a Final Valuation Report to be delivered as and when asked for by the NNM.

4.11 The valuer may be required to update the valuation report if asked for by the NNM

4.12 In addition to above scope of work, the Valuation Report should, inter alia, provide the following:

4.12.1 Inception Report

4.12.2 Approach & Methodology followed.

4.12.3 Valuer's assessment on the aspects mentioned above and other considerations taken in valuation of assets and how these have been considered in arriving at the values

4.12.4 Value of the fixed assets covering land, building, plant and machinery and other fixed assets, indicating the following:

- Land- Land and title details, values arrived at with reference to various sources/methods, market value, circle rate; final recommended value etc.
- Building- Specifications, condition computation of fair value (Such as details) regarding current costs, depreciation for past usage, additional cost required for repair & renovations, etc.)
- Plant and machinery- Specification, condition, computation of value (Such as details regarding current costs, depreciation for past usage, additional cost required for repair & renovations, scrap value factoring into the obsolescence in technology etc.)
- Other Fixed Assets- Specifications, condition, depreciation for past usage and additional cost required for repair and renovation, values arrived at with respect to various



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4.12.5 Any other matter which the Valuer in his own judgment feels is worth indicating Replacement Value and Realizable Value for the assets must be shown separately. If in the opinion of the valuer certain Assets are likely to realize only scrap value, the same should be clearly indicated with suitable justifications for the same.

4.13 Valuation report should indicate valuation of assets separately in respect of various units / segments of the company and also on consolidated basis.

4.14 The valuer shall be required to provide post disinvestment support / services relating to valuation issues.

4.15 The Scope of Work mentioned above are indicative and nonexhaustive in nature. There might be some services relevant but not expressly captured in the aforesaid Scope of work, which upon being brought to the notice of the Asset Valuer by the Government will also form an integral and mandatory part of the Scope of work.

4.16 The valuer shall be required to interact with Transaction Advisor and Legal Advisor for providing appropriate inputs as and when required.

4.17 If the final valuation report as submitted by the valuer is found not to be in conformity with Scope of Work as mentioned above, then the Government reserves the right to reject the report in to.

4.18 All valuations made in respect of government norms, and market rates as per Municipal rules.

4.18 The valuer will take all necessary steps to ascertain the correct valuation. The valuer will be responsible for the findings, suggestions, and implications of their report on the assignments allotted

4.20 The valuer will maintain the secrecy of the work assigned to him and his report on valuation. He shall not divulge any information that he may come across at any stage of valuation to others.

4.21 The valuer should undertake to inspect the lands and buildings assets with due care and diligence without damaging them.

4.22 The valuer should undertake to complete the valuation work, including submission of the valuation certificate within the given time from the date of receipt of the work order.

4.23 On approval of the tender, the selected valuer has to enter into an agreement accepting the terms and conditions and other legal requirements.

4.24 The Selected Party will coordinate with the properties Department of NNM for List properties and other assistance.



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**5. Duration of the work & Payments**

5.1 Time period for the full valuation process will be of 01-month time taken by the valuer shall not exceed one month. In case If NNM found further extension is required for whatsoever reason the desecration shall be lies in the NNM's will.

5.2 Payment to the bidder will be made only after completing the satisfactory works and submission of the complete valuation reports.

5.3 No running payment shall be made to the valuer during the process.

**6. Technical Eligibility Criteria**

sr no	Informationcategory	Supportingdocument
1	The Bidder, whether a single entity or a consortium (maximum 3 members) in which case, all members therein should be a legal person, who may be: A Proprietorship firm; or A Company, incorporated under the Companies Act, 2013 or 1956, amended till date; or A Limited Liability Partnership Firm, incorporated under the Limited Liability Partnerships Act, 2008; or A Partnership Firm registered Under Partner shipAct, 1932	LLP/Partnership/Regis- tration certificates/ GST Certificate and PAN Card
2	The interested parties should be a Valuer registered with Income Tax Department/RBI/CPWD/Public Sector Banks /Institution of Valuers etc.and in case a Partnership firm or a Limited Liability Partners or a company, the Partner or Designated Partner or a Director/ Managing Director / Whole-time Director of such entity, respectively, should be a Valuer registered with the above mentioned Authorities; and having experience of at least 3 years for providing Similar Asset valuation services	Proof of registration
3	Permanent Account Number (PAN) and GST registration with documentary evidence.	Pan card& GST Registration
4	The interested party should have completed at least 1 (one) valuation of assets of similar nature of assets or more during the last 3 (three) financial years	Completion certificate issued by the client
5	The Bidder must have a minimum Average Annual Financial Turnover INR 10,00,000.00 during the last 3- ( three) financial years (i.e., 2022-23, 2023-24 & 2024-25).	Audited Balance Sheet or CA Certificate
6	Any Applicant barred/blacklisted which by has the been Central Government, any State Government, a statutory Client or a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of the Proposal, would not be eligible to submit a Proposal either by itself or through its Associate	Undertaking on letterhead of the firm



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**Consortium**

In case the Applicant is a Consortium, it shall comply with the following additional requirements:

- a) Number of members in a Consortium shall not exceed 3 (Three).
- b) The Application should contain the information required for each member of the Consortium.
- c) The Consortium shall submit an agreement signed by all Members of the Consortium which shall:
  - i. nominate one member as the lead member (the "Lead Member") who shall have an equity share holding of at least 51 % (fifty-one per cent) of the paid up and subscribed equity.
  - ii. Declare that all Members of the Consortium are jointly and severally liable.
  - iii. include a brief description of the roles and responsibilities of individual members, particularly with reference to financial, technical and other obligations
- d) The nomination shall be supported by a Power of Attorney, as per the form at in Form 5 of the RFP Document, signed by all the members of the Consortium

**7. General Term & Conditions**

The tender notice can be downloaded from the website <http://etender.up.nic.in>. Bidders are expected to inspect the document & can query at the aforesaid premises on any working day between 10:00 to 17:00 hours before submitting their e-tender/bid documents.



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7.2 The bidder should be a government-approved and registered valuer. The valuer • should be a specialist in this field. All existing statutory regulations of both state • government, as well as Central Government, shall be adhered to, by the bidder. The bidder should have valid registrations/licenses as applicable. Any default would be viewed seriously resulting in the cancellation of the order/contract/bid.

7.3 Bids submitted with out fulfilling the conditions will be liable for rejection.

7.4 All bidders for this e-tender are deemed to have understood and accepted the contents of this notice. Bidders who do not fulfil the pre-qualification requirements will not be considered for Technical Bid evaluation. Financial bids of only those bidders who fulfil the "Pre-Qualification Requirements", who accept the "Terms & Conditions" of the tender notice and who qualify in the technical bid, will be opened.

7.5 It may be noted that the bidder/Firm/Company should not be blacklisted by any Government agency and should not have come to the adverse notice of any of their previous employers. If any such malpractice is noticed, their bid shall be rejected outrightly and if this happens after awarding of the order, the order shall be liable for rejection.

7.6 For any further enquiries/clarifications, you can contact the office of the Nodal officer (CFAO, NAGAR NIGAM MORADABAD).

7.7 On approval of the tender, the selected valuer has to enter into an agreement accepting the terms and conditions and other legal requirements.

7.8 Moradabad Nagar Nigam reserves the right to rescind the tender without assigning any reasons.

7.9 For any query the bidder can visit the Nagar Nigam Moradabad office or can write on the given email address: [lekhavibhagnnm@gmail.com](mailto:lekhavibhagnnm@gmail.com) before the time prescribed in the data sheet.

08. Test of responsiveness and allocation of the work Financial proposals (as per form 6 & 7) shall be opened for only the Eligible Bidders.

- Bidders shall be required to quote rates for the all the line items mentioned in the BOQ.
- The Bidder who has quoted least cost rate (L 1) for the maximum number of line items in the BOQ, shall be declared as the L 1 Bidder for the project
- If in case two bidders quoted the L 1 rates for the same number of items mentioned in the BOQ, the NNM reserves the right to select L1 Bidder on the basis of maximum value of the submitted work orders.



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- The bidders next lines shall be declared as per L2 Bidder, L3 Bidder so on and so forth.
- Thereafter a received rare list shall be prepared wherein the least rate of all items, as per quotes by L1, L2 and L3 Bidders in their original bid shall be included.
- Top 3 Eligible Qualified Bidders (i.e., L 1, L2, and L3) will be invited for Empanelment.
- For being empaneled, the Bidders will be required to match rates in the revised list.
- In the event of either of L 1, L2, L3, or L4 not agreeing to match the rates, the Authority reserves the right to invite L6, so on and so forth, for empanelment till such time that three Bidders are empaneled, or the NNM may allocate 100% work to the L 1 bidder.
- The empanelment shall be valid for a period of 6 months from the date of issuance of LOI

**8.1 Allocation of work**

At least 40% of the estimated valuation work shall be placed with the L 1 Bidder. The L 1 Bidder will be held responsible to value at least 40% of the assets and shall be declared as the Principal Bidder. It can be further reduced upon mutually agreed conditions between the bidder and the NNM.

In case the L 1 Bidder shows inability to complete at least 30% of the valuation work, the Authority reserves the right to allot this work to any of the other Empanelled Bidders (in order of their original bid, i.e. first to L2, then L3, so on and so forth) and declare that Bidder as the Principal Bidder .

The remaining estimated demand shall be distributed amongst the other Empanelled Bidders as decided by the Authority and the capacity of the Bidders to evaluate the assets.

**Empanelment of the experienced agencies for valuation of lands and buildings  
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9. Forms

**Form1: Covering letter**

[Location,

Date] To:

Accounts Officer,

Nagar Nigam Moradabad

Dear Sir,

We, the undersigned, offer to provide the services in accordance with your RFP for "Empanelment of the experienced agencies for Valuation of lands and buildings and other assets of NAGAR NIGAM MORADABAD."

We are hereby submitting our technical response, which includes all information sought under the RFP dated. We hereby declare that all the information and statements made in this Response are true and accept that any misinterpretation contained in it may lead to our disqualification.

We understand you are not bound to accept any response you receive. Yours sincerely. Authorized Signature (In full and initials)

Name and Title of Signatory: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**\*On the letter head of the firm**



**Empanelment of the experienced agencies for valuation of lands and buildings  
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**Form 2: General Information**

**1. Details of the Bidder**

- Name of Bidder:
- Address:
- Telephone No. (with code):
- Contact person:
- Name and Designation:
- Address, Telephone No. and Email address:

**2. Type of Entity:**

**3. Date of incorporation with documentary evidence (or equivalent certificate):**

**4. Registration detail of the entity with documentary evidence (or equivalent certificate):**

**5. Brief description of the entity, organization structure and business.**

**\*On the letterhead of the firm**

**Empanelment of the experienced agencies for valuation of lands and buildings  
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**Form 3: Financial Capacity**

Please provide financial details about the Bidder along with necessary supporting documents. Annual reports for the last three (3) years must be attached to the response. Along with this, the Bidder must provide financial information in the following format:

Year	Annual Turnover
2022-23	
2023-24	
2024-26	

In support of above details, the bidder should provide Audited Financial Statements or C.A. Certificate

On Behalf of (Name of the Bidder)

Signature of the Authorized Person

Name:

Designation:

**\*On the letterhead of the firm**



**Empanelment of the experienced agencies for valuation of lands and buildings  
and other assets of Nagar Nigam Moradabad**

**Form 4: Bidder's Past project experience summary**

Sr. No. -	Name of the Project	Name of the Client	Location of the Project	Duration	Type of Project Engagemen	Project Amount
1						
2						
3						
4						
5						

**\*On the letterhead of the firm**



**Empanelment of the experienced agencies for valuation of lands and buildings  
and other assets of Nagar Nigam Moradabad**

**Form 5: Power of Attorney for Lead Member of Consortium**

(To be executed on Stamp Paper of Rs. 100/-)

Whereas the Authority has invited applications from interested parties for **Empanelment of the experienced agencies for Valuation of lands and buildings and other assets of NAGAR NIGAM MORADABAD.**

Whereas, ..... And ..... (Collectively the Consortium) being Members of the Consortium are interested in bidding for the Project in accordance with the terms and conditions of the Request for Proposal (RFP) and other connected documents in respect of the Project, and

Whereas, it is necessary for the Members of the Consortium to designate one of them as the Lead

Member with all necessary power and Authority to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary with the Bid of the Project and its execution.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS

We, ..... having our registered office at ..... And  
M/s. .... having our registered office at ..... , (hereinafter collectively referred to as "Contractor") do here by irrevocably designate, nominate, constitute, appoint and authorize

M/s. .... having its registered office at ..... , being one of the members of the Consortium, as the Lead Member and true and lawful attorney of the Consortium (hereinafter referred to as "Attorney"). We hereby irrevocably authorize the Attorney (with power to subdelegate) to conduct all business for and on behalf of the Consortium and any one of us during the bidding process and; in the event the Consortium is awarded the contract, during the execution of the Project and in this regard, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the prequalification of the Consortium and submission of its bid for the Project, including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of the bid of the Consortium and generally to represent the Consortium in all its dealings with the Authority, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Consortium's Bid for the Project and/ or upon award thereof till the contract is entered into with the Authority.

AND

**Empanelment of the experienced agencies for valuation of lands and buildings  
and other assets of Nagar Nigam Moradabad**

Here by agree to ratify and confirm and do hereby ratify and confirm. all acts,, deeds and thingl  
done or caused to be done by our said Attorney pursuant to and 1n exercise of the powers  
conferred by this Power of Attorney and that all acts, deeds and things done by our said  
Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have  
been done by us/ Consortium.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF  
ATTORNEY ON THIS ..... DAY OF .....

For.....

(Signature)

(Name&Title)

For .....

(Signature)

(Name&Title)

Witnesses:

1.

2.

(Executants)

(To be executed by all the Members of the Consortium)

*Notes: The mode of execution of the Power of Attorney should be in accordance with the  
procedure, if any, laid down by the applicable law and the charter documents of the  
executant(s) and when it is so required, the same should be under common seal affixed in  
accordance with the required procedure.*



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Also, wherever required, the Applicant should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.

*For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued.*

*However, the Power of Attorney provided by Applicants from countries that have signed the Hague*

*Legislation Convention, 7 96 7 are not required to be legalised by the Indian Embassy if it carries a conforming Apostille certificate.*



**Empanelment of the experienced agencies for valuation of lands and buildings  
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Form6:

**Financial Proposal**

[Date]

To: [Name and address of Client]

**Subject: Financial proposal**

***Reference: Empanelment of the experienced agencies for Valuation of lands and buildings  
and other assets of Nagar Nigam Moradabad.***

Dear Sirs,

We have read and examined the RFP document complete with the Terms of reference, Instructions to Bidders and General Conditions of the Contract.

We hereby quote for the Nagar Nigam Moradabad for the items specified in the RFP including all relevant taxes as provided in the enclosed Table (from 7).

The financial proposal submitted is unconditional and fulfils all the requirements of the RFP document.

Our Financial Proposal shall be binding upon us up to the expiration of the validity period of the proposal. We understand the NNM is not bound to accept any proposal that is received.

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Signature and Name of the Authorized Person

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NAME OF THE BIDDER AN DSEAL

**and other assets of Nagar Nigam Moradabad**

**Form7: BOQ**

Sr.no.	Description	Qty	Unit	QuotedPricein INR
1	Valuationof landsand buildings			
2	Valuationof Plant and Machinery			
3	Valuation of movableassets (vehicles)			

**Note:** • The bidders shall quote their price as per the format provided for the valuation services which includes all taxes, levies, duties and cess (including GST) in present and future.

- The Financial Proposal has to be submitted in an excel form at which is separately uploaded.