हाउसिंग एंड अर्बन डेवलपमेंट कारपोरेशन लिमिटेड (हडको)

हडको क्षेत्रीय कार्यालय, कोलकाता

Housing and Urban Development Corporation Limited

HUDCO Regional Office, Kolkata

टेन्डर नोटिस / **Tender Notice**

KRO-EST/Empanelment valuer/413

तरुण संघ, एक पंजीकृत गैर सरकारी संगठन और उसके पदाधिकारी के संपत्तियों के मूल्यांकन के लिए मूल्यांकनकर्ता की नियुक्ति।

Engagement of Valuer for valuation of properties of Tarun Sangha, a registered NGO and its Office bearers.

कोलकाता स्थित हडको क्षेत्रीय कार्यालय, तरुण संघ, एक पंजीकृत गैर सरकारी संगठन और उसके पदाधिकारी के संपत्तियों के मूल्यांकन के लिए हडको के सूचीबद्ध मूल्यांकक को नियुक्त करने का इरादा रखता है।

HUDCO Regional Office at Kolkata intends to engage HUDCO empaneled valuer for valuation of properties of Tarun Sangha, a registered NGO and its Office bearers.

इच्छुक हडको के पैनल में शामिल मूल्यांकनकर्ता निर्धारित प्रारूप में वित्तीय बोली जमा कर सकते हैं।
Interested HUDCO empaneled valuers may submit a financial bid in stipulated format.

मूल्यांकन की जाने वाली तरुण संघ, एक पंजीकृत गैर सरकारी संगठन और उसके पदाधिकारी के संपत्तियों की अनुसूची अनुलग्नक-B के रूप में संलग्न है।
The schedule of property of Tarun Sangha, a registered NGO and its Office bearers to be valued is enclosed as **Annexure-B.**

- निविदा के आमंत्रण की तिथि / **Date of invitation of tender** : **10/11/2026**
- निविदा प्रस्तुत करने की अंतिम तिथि / **Last date of submission of tender** : **25/11/2026 (15:30 Hrs.)**
- निविदा खोलने की तिथि / **Date of opening of tender** : **25/11/2026 (16:00 Hrs.)**

चयन मानदंड और निविदा प्रस्तुत करने की नियम एवं शर्तों के विवरण के लिए, कृपया हमारी वेबसाइट https://hudco.org.in देखें।
For the details of selection criteria and other terms and conditions of submission of quotation, please refer to our website https://hudco.org.in.

क्षेत्रीय प्रमुख / **Regional Chief**
हडको कोलकाता/ **HUDCO, Kolkata**

हाउसिंग एंड अर्बन डेवलपमेंट कारपोरेशन लिमिटेड (हडको)

हडको क्षेत्रीय कार्यालय, कोलकाता

Housing and Urban Development Corporation Limited

HUDCO Regional Office, Kolkata

टेन्डर नोटिस / **Tender Notice**

Sub: Quotation invited for Engagement of valuer for valuation of properties of Tarun Sangha, a registered NGO and its Office bearers.

Housing and Urban Development Corporation Limited (HUDCO) is a Government of India Enterprise, providing financial assistance to Housing and Urban Infrastructure Schemes. HUDCO proposes to engage a HUDCO empaneled Valuer for valuation of properties of Tarun Sangha, a registered NGO and its Office bearers. The details of properties are enclosed **(Annexure-B)** for which valuation has to be made. Interested HUDCO empaneled valuers may submit financial bid in stipulated format enclosed in **Annexure-A** duly typed in letter head.

SCOPE OF WORK:

1. A valuer of immovable property shall have to make an unprejudiced and factual valuation of any immovable property, which he may be required to value as per the Guidelines as may be prescribed by HUDCO from time to time.

2. A valuer of immovable property shall furnish report of such valuation in HUDCO format, charge fees at a rate not exceeding the rate or rates prescribed in the Wealth-tax Act, 1957 and not undertake valuation of any assets in which he has a direct or indirect interest.

3. A valuer of immovable property shall be governed by the Chapter VIIB of the Wealth tax Act, 1957 and rules made there under unless stated otherwise in HUDCO norms in this behalf from time to time.

4. Engagement of valuer shall be made in accordance with the applicable guidelines of HUDCO and other concerned authority.

5. The valuer has to acquaint himself about the nature/quantum of work involved in locating/identifying the enclosed scheduled property to be valued before submission of the quotation.

6. The Valuer to note that he should not undertake valuation of the property, if he has direct or indirect interest in the property.

7. A valuer of immovable property shall have to:

- Exhaustively and understandably carry out the valuation and give the valuation report in a manner that will not be deceptive.
- Procure and analyze the government valuation of property along with verifying the market value of nearby buildings/property (actual registered sales rates from the nearby areas.) and justifying his valuation with cogent reasons both market value and realizable value.
- Present adequate information to allow those who read and trust on the report to fully understand the data, reasoning, analysis and conclusion underlying the valuer's finding, opinions and conclusions.
- Clearly identify and describe the property being valued and the rights associated with the property to be valued.
- Define the value being estimated and state the purpose of the valuation, the effective valuation date and the date of the report.
- Fully and exhaustively explain the valuation basis applied and the reasons for their applications and conclusions.
- State realistic and practicable assumptions and limiting conditions upon which the valuation is based.
- Avoid ambiguous, flimsy assumptions and limiting conditions.
- Furnish a signed professional certificate of objectivity, non-bias, professional contribution and other relevant disclosures along with the valuation report.

8. The valuer shall have to furnish valuation report in the prescribed form at **Annexure-C** within stipulated time frame. Copies of recent Sale instances in the nearby areas in the form of copies of Sale Deed needs to be provided for reference.

9. The valuer shall provide Market value, Realizable Value, Distress Sale value and Circle Rate value (Government Value) of the property in the valuation report and also justify the valuation with cogent reasons for arriving at the value in the valuation report.

TERMS AND CONDITIONS:

1. Valuer must have valid empanelment with any of the HUDCO Regional Office across the country/Corporate Office at New Delhi having registration under the Wealth Tax Act. Valuer needs to submit a copy of letter issued by HUDCO regarding empanelment as a proof of empanelment with HUDCO. Valuer should have an office at Kolkata/West Bengal and should have experience in conducting valuation of property situated in West Bengal.

2. No person, either alone or in partnership with any other person, shall practice, describe himself or hold himself out as a registered valuer for the purposes of this Act or permit himself to be so described or held out, unless he is registered as a valuer or, as the case may be, unless he and all his partners are so registered under this Chapter.

3. No company or other body corporate shall practise, describe itself or hold itself out as registered valuers for the purposes of this Act or permit itself to be so described or held out as per Section 34AC of Wealth Tax Act.

4. Valuer before submitting bid should clearly understand HUDCO's requirement and in case any information/clarification is required, he/she may visit HUDCO office during working days (Monday to Friday between 10.00 a.m. to 5.30 p.m.).

5. Financial Bid shall be submitted, for Schedule of properties enclosed in Annexure B, in stipulated format enclosed in **Annexure-A** duly typed in letter head in the physical form by post or deposited in the tender box available at reception in HUDCO Regional Office, Kolkata with copies of necessary documents in a sealed envelope with the title on top **'Quotation invited for Engagement of valuer for valuation of properties for Tarun Sangha, a registered NGO and its Office bearers'** on or before the last date of submission in the following address:

   The Regional Chief,
   Housing and Urban Development Corporation Limited,
   'HUDCO Bhavan', Plot No.11, Block-DJ, Sector-II,
   Karunamoyee, Salt Lake,
   Kolkata – 700 091.

6. Financial bid without signature and seal of the valuer will be rejected without notice.

7. The Financial Bid shall be given in absolute figure. The financial bid shall not be in the terms of percentage. The financial bid shall include the cost of stationary, travel cost, manpower cost, administrative cost, applicable taxes and other cost if any in totality. In any case no extra fees would be paid by HUDCO.

8. The valuer shall complete the valuation assignment as early as possible within stipulated time frame.

9. Bid receipt after due date of submission will be rejected.

10. Bid submitted through email and any other mode will be rejected.

11. The valuer will need to make own arrangements for travel along with other logistic support for site visit for valuation and finalizing the report.

12. HUDCO will not be responsible for any accident happening during undertaking the valuation work by valuer.

13. The duration of the assignment will be valid for 15 days initially for valuation of the property. This period may be extended by HUDCO Regional Office in case of genuine reason for delay in valuation.

14. HUDCO reserves right to deduct the statutory deductions i.e. TDS, GST etc. as per the norms of State/Central Govt.

15. The payment shall be made by RTGS on submission of GST Bill and Valuation Report to the satisfaction of HUDCO and acceptance of the report by HUDCO after deduction of applicable taxes.

16. HUDCO shall have right to cancel the bid without assigning any reason.

17. Valuer will need to be present at HUDCO Regional Office, Kolkata in case of any requirement.

18. The subject matter may be kept confidential.

19. The valuer shall not undertake the bid for valuation work of the subject property if he/she possesses a direct or indirect interest. **Certificate to this effect may be submitted as per Annexure-D.**

20. In case of failure to submit the valuation report for whatever reasons, no charges of any kind shall be paid under any circumstances.

21. The valuer must acquaint himself/herself about the nature/quantum of work involved in locating/identifying the enclosed scheduled property(ies) to be valued (details at **Annexure-B**) before submission of the bid.

22. The valuation report shall be submitted in HUDCO's prescribed format enclosed in **Annexure-C**. The valuer shall adopt valuation methods like market approach, cost approach, rent capitalization method as well as Govt. circle rate and the applicability/non-applicability of each of the above-mentioned methods shall be clearly indicated in the report.

ARBITRATION:

In the event of any dispute or difference whatever arising under the contract the same shall be referred to Arbitration which shall be as per provision of the Indian Arbitration & Conciliation Act, 1996.

JURISDICTION:

All matters of dispute arising out of this order shall be subject to court in Kolkata jurisdiction only.

The valuer or his representative may participate in the bid opening.

Important Dates:

a. Date of invitation of tender : 10/11/2026
b. Last date of submission of tender : 25/11/2026 (15:30 Hrs.)
c. Date of opening of tender : 25/11/2026 (16:00 Hrs.)

Annexure – A

FORMAT FOR FINANCIAL BID

Sub.: Engagement of valuer for valuation of properties of Tarun Sangha, a registered NGO and its Office bearers.

(01)	Name of valuer / firm	
(02)	Name and position of the key contact person	
(03)	Contact address	
(04)	Telephone / Mobile Number	
(05)	Fax	
(06)	e-Mail ID	
(07)	Empanelment with which Regional Office of HUDCO (Please enclose copy of the letter)	
(08)	Name of the banker (Name of bank, IFCI Code, Bank Code etc.)	
(09)	Bank Account Number	
(10)	PAN Number	
(11)	GST Registration No.	
(12)	Address of office located at Kolkata/West Bengal:	
(13)	Details of Valuation work undertaken at West Bengal	
Financial Bid:		
(14)	Bid amount (Shall be in lump-sum not in terms of percentage and shall be inclusive of all cost including taxes etc.)	Rs._____/- (Rupees _____ Only)
(15)	**Certificate:** The above information is true to the best of my knowledge and belief and my financial bid may be rejected at any point of time if anything found wrong. I shall abide by the terms and condition of the HUDCO.	

Date: _____
Place: _____

(Signature of Valuer with Seal)

Annexure-B

Sub: Engagement of valuer for valuation of properties of Tarun Sangha, a registered NGO and its Office bearers.

SCHEDULE OF PROPERTIES

ALL that piece and parcel of land measuring an area of 0.12 acres (Pond), 0.45 acres (Pond) and 0.39 acres (Pond) be the same a little more or less lying and situated at Mouza Fakirchak, J.L. No. 228, Dag Nos. 169, 170 and 171, Khatian No. 75/1, under Police Station Bhupatinagar, at Dist. Purba Midnapore, West Bengal.

Annexure-C

Housing and Urban Development Corporation Limited

Brief Summary of Valuation Report

Name of the Applicant(s):	
Address of the property (with details such as Survey Number, Plot Number, Town Planning Scheme Number etc.	
Nearest Land Mark:	
The above-mentioned property has thoroughly been inspected on _____ and the original sanctioned plan and other relevant documents required for valuation of the property have been scrutinized	

1.0	**Situation & Location:**	
1.1	Distance from:	
	➢ Railway station: ➢ Local Bus station: ➢ Market & shopping: ➢ Central Business District: ➢ School	(Attach separate annexure for details & description)
1.2	Surrounding locality (LIG, MIG, HIG)	
1.3	Other factors, if any which may adversely affect the value of the property (industry, slum, nallah etc.)	
1.4	Has the locality safety from hazardous influences such as encroachment from unauthorized persons industry nuisance that would create noise, smoke, dust, pollution of air, water or environment etc.	(Attach separate annexure for details & description)
1.5	Immediate neighborhood of the property (middle class, industrial, commercial, slum, poor class)	*(Attach separate annexure for details & description)*
1.6	Adequacy of infrastructure facilities like civic, social and transportation amenities, electricity etc.)	a) Excellent b) Very good c) Good d)Average e) Poor *(Attach separate annexure for details & description)*
2.0	**Property Details:**	
2.1	Plot No.:	Building or Flat No.:

2.2	Land area in Sq.m.:	Number of floors:
2.3	Tenure of the land (lease hold or free hold)	
2.4	If lease hold give premium, rent and lease period	
2.5	Built-up area & Carpet area in Sq.m.	
2.6	Number of rooms including kitchen:	(Year of construction)
2.7	Specification and user of bldg (attach annexure)	
2.8	Nature of occupancy (Vacant, owner, occupied rented, occupied by relative, under construction etc.)	
3.0	**Sanction Particulars:**	
3.1	Have the competent authority approved the plans?	
3.2	Give the full details including the name of the concern authority	
3.3	If the plans are approved by Village Panchayat give Collector's approval details	
3.4	Have you verified original copy of approved plans?	
3.5	Is construction carried out as per approved plan?	
3.6	In case of the deviation, are the changes approvable by local authority? (attach completion certificate)	
4.0	**Valuation:**	
4.1	Mentioned the approach used in valuation of the subject property (for justification attach annexure)	
4.2	Is building in a good habitable condition?	
4.3	Is building structurally sound?	
4.4	State estimated age and residual life of the building to be valued	Estimated Age..... years Estimated Residual life..... years
4.5	If Market Approach is used give the sale instances adopted for comparison. For description of sale instances use separate annexure	Sale instance of flat/land 1 Rs/Sq.m Sale instance of flat/land 2 Rs/Sq.m Sale instance of flat/land 3 Rs/Sq.m
4.6	*Value of the property as per the Market Approach*	
4.7	For cost approach	
4.8	Cost of construction in Rs/Sq.m:	Built up Area in square meter:
4.9	Total cost of construction in Rs.:	Rate of depreciation in %
4.9.1	Total Depreciation in Rs.:	Depreciation Replacement Cost in Rs.

4.9.2	Land rate as per the Market Approach in Rs/Sq.m.	
4.9.3	*Value of the property as per the Cost Approach*	
4.9.4	For Income approach give rental instances and also describe them in separate annexure	→ Rental instance 1 Rs/Sq.m per month → Rental instance 2 Rs/ Sq.m per month → Rental instance 3 Rs/Sq.m per month
4.9.5	Rate of capitalization used in valuation justification in separate annexure)	Capitalized rate in %
4.9.6	Gross annual income in Rs:	Outgoings in Rs.
4.9.7	Net annual income in Rs.:	Years Purchase:
4.9.8	Capitalized value of the property	
5.0	**Mention adverse characteristic and/or favorable features or any other information, which has material effect on the value of the property:**	

The valuer of above-mentioned property as on _____ is Rs_____

Date: _____

Place: _____

(Signature of Valuer with Seal)

Annexure-D

UNDERTAKING

This is to state that the undersigned has no direct or indirect interest in the subject property to be valued.

Date: _____

Place: _____

(Signature of Valuer with Seal)