

केन्द्रीय सूचना आयोग
Central Information Commission
बाबा गंगनाथ मार्ग/ Baba Gangnath Marg
मुनिरका/ Munrika, नई दिल्ली/ New Delhi 110067

File No. 19/4/2019/CIC/(GA)

Dated: 21/06/2019

Tender Notice

Subject: Tender for disposal of obsolete items of furniture (viz. almirahs, tables, chairs, wooden racks, work stations etc.), electrical appliances, old scraps, old computers, monitors, printers, UPS, LED TV, photocopiers and other miscellaneous items lying in Club Building, Old JNU Campus, New Delhi.

The Central Information Commission intends to dispose off obsolete items of furniture (viz. almirahs, tables, chairs, wooden racks, work stations etc.), electrical appliances, old scraps, old computers, monitors, printers, UPS, LED TV, photocopiers and other miscellaneous items lying in Club Building, Old JNU Campus, New Delhi on "as is where is basis" and invites tenders for the same. **The firm representatives can inspect the above material at Club Building, Old JNU Campus, New Delhi from 24.06.2019 to 26.06.2019 between 1400 Hrs to 1700 Hrs.** The Central Information Commission reserves the right to cancel the Tenders or reject the highest Bid without intimating any reason for the same. **Bidders are requested to deposit an EMD of Rs. 45,000/- (Rupees Forty Five Thousand Only) in the form of Demand Draft / Pay Order in favour of "PAO (CAT), New Delhi".** The EMD of unsuccessful bidder will be returned after decision taken with regard to award of the Contract to successful bidder. Tender received without EMD will not be entertained. The sealed tenders in this regard may be submitted by interested firms to the Deputy Secretary (General Administration), Central Information Commission, Room No. 507, 5th Floor, Central Information Commission Building, Baba Gangnath Marg, Munirka, New Delhi- 110067 in a sealed cover super-scribed with the words **"Tender for sale/disposal of obsolete items of furniture (viz. tables, chairs, almirahs, wooden racks, work stations etc.), electrical appliances, old scraps, old computers, monitors, printers, UPS, LED TV, photocopiers and other miscellaneous items"** latest by 1500 Hrs on 18.07.2019. The bids will be opened at 1530 Hrs. on the same day, in the presence of the interested firms. The firm which is awarded contract needs to deposit the tendered amount within three days and lift the entire lot after issue of acceptance letter within 10 days. This notice may also be brought to the notice of other interested companies/individuals.

For details and getting the copy of tender document visit Commission's website (www.cic.gov.in) or contact the undersigned.


(S.K. Rabbani)

Deputy Secretary (G. Admn.)

Phone No. 011 – 26717352

NOTICE INVITING TENDER

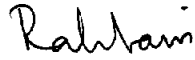
Sealed tenders from interested parties are invited for disposal of obsolete items of furniture(viz. tables, chairs, almirahs, wooden racks, work stations etc.), electrical appliances, old scraps, old computers, monitors, printers, UPS, LED TV, photocopiers and other miscellaneous items listed at **Annexure I**, lying in Club Building, Old JNU Campus, New Delhi on **“as is where is basis”**.

Interested parties may inspect the items and submit their offers as per following schedule:-

Sl. No	Description of Items	Remarks
1	Issuance of tender	From 21.06.2019 and can be download from the CIC website www.cic.gov.in
2	Inspection of Items	From 24.06.2019 to 26.06.2019 from 1400 Hrs to 1700 Hrs for which bidders are required to contact Deputy Secretary (GA) & Caretaker.
3	Submission & Opening of tender	Submission on or before 18.07.2019 up to 15.00 hrs. as per the Format enclosed as Annexure-II and the same will be opened on 18.07.2019 at 15.30 hrs. in presence of authorized representative of the Tenderer.
4	Earnest Money Deposit (EMD)	Rs.45,000/- (Rupees Forty Five Thousand Only) in the form of DD or Pay Order on any scheduled Bank drawn in favour of “PAO / CAT, New Delhi”
5	Sale Value Deposit	The successful Tenderer has to deposit the full amount in the form of DD / Pay Order drawn in favour of “PAO (CAT), New Delhi” of any branch of scheduled Bank within 3 (Three) days from the date of acceptance letter. The EMD amount will be forfeited in case the successful bidder fails to deposit the amount within 3 (Three) days from the date of acceptance letter.

Note:- The Bidder has to submit Xerox copies of Pan Card, GST, License for kabadi /auction business (as applicable) along with bid.

**Signature of Vendor
with Seal & Date**


(S.K. Rabbani)
Deputy Secretary (G. Admn.)
Phone No. 011 – 26717352

Terms & Conditions

- i) The Tender should be accompanied by Earnest Money Deposit (EMD) of Rs.45,000/- (Rupees Forty Five Thousand only) in the form of DD or Pay Order drawn in favour of "PAO/CAT, New Delhi" failing which Tender will not be considered. The Tender received without EMD shall be rejected summarily.
- ii) The successful Bidder will be required to deposit the amount quoted in full within 3 (Three) days from the date of issue of the Acceptance Letter. The payment for the sold items shall be deposited in the form of Bank DD / Pay Order drawn in favour of "PAO/ CAT, New Delhi." Any complaint about the quantity / quality or condition of the material will not be entertained after opening of the Tenders. The items would be handed over to the highest Bidder on **"as is where is basis"**. **It is the responsibility of the successful bidder to dismantle /remove & carry the items from Commission's premises as per the list enclosed at Annexure I.** The Central Information Commission shall not be responsible for their usefulness or quality.
- iii) The EMD of successful Tenderer will be forfeited if he fails to deposit the amount within 3 (Three) days after the issue of Acceptance Letter.
- iv) The EMD of unsuccessful Tenderer shall be refunded / released only after the successful Tenderers deposits the Sale Value.
- v) A Lump - Sum amount (consolidated amount) is to be quoted for the entire lot mentioned in the Annexure - I (enclosed). The quotation not received in Annexure - II will be summarily rejected. Any rate quoted for items in part or in any manner over the whole lot of items shall not be accepted and such Tender will be summarily rejected,
- vi) The tenderers are advised to inspect items earmarked by the office for sale / disposal before submitting their tender. The intending bidders may verify and satisfy themselves with the quantities as well as quality / condition of materials lying at the site and submit their tender accordingly. The Commission will bear no responsibility in this regard. No claim whatsoever w.r.t. the quantities / quality / condition of said materials or otherwise will be entertained after submission of bid by intending tenders.
- vii) Items offered are on **"as is where is basis"**. Bidder will sign the certificate as per annexure - II that they have surveyed / inspected the items and amount has been quoted after survey / inspection.
- viii) **The rates quoted by the bidders for purchase will be all inclusive and on "as is where is basis". Any Statutory or other charges, if applicable, shall be borne / paid by the bidder.**
- ix) The tenderer shall take full responsibility in case of any damage, loss or injury to any person / building or to any part thereof, and shall repair / and make good the loss, at his own cost.

- x) No other items except those mentioned at Annexure – I as directed by the Commission are to be removed.
- xi) Conditional tenders / deviations from this NIT shall be liable for rejection.
- xii) The tenderers shall quote the rates clearly both in figures and words and should be prefixed by the word Rupees and avoid overwriting. Cuttings / over writings in the rates quoted by the firm will not be accepted and rejected summarily. If there is a variation of quoted rate in figures & words, thereafter rate written in words will be taken as quoted rate.
- xiii) The security/ watch and ward of the materials will be the sole responsibility of the bidder.
- xiv) Rates will be valid upto 60 (sixty) days from the date of opening the tender.
- xv) It will be the sole responsibility of the successful bidder to ensure the safety of the structure and other materials to save them from damage etc. at the time of dismantling, removing, stacking, lifting carting and disposing the materials / malba etc.
- xvi) The quoted amount will be firm and final till the sale deed is over.
- xvii) All disputes will be subject to Delhi Jurisdiction only.
- xviii) The quoted amount shall also include the cost of expenditures likely to be incurred in all activities like dismantling, removing, stacking, packing and lifting / transporting and removal of dirt & malba obtained after dismantling from work site to the vendors own dump. Under no circumstance, the Commission will pay any extra charges on account of the above.
- xix) The tenderer will observe all necessary precautions at his own cost to safeguard his workers during execution of work. In case of any accident / mis-happening, contractor will be responsible for the safety of his workers & the Commission will not take any responsibility in this regard.
- xx) All the materials sold on auction are to be removed from the building within 10 days from the date of the acceptance of the contract agreement.
- xxi) Removal of materials shall be done in presence of Deptt. Officials who will be deployed by the Commission in writing.
- xxii) The bidders are requested to visit the site from **24.06.2019 to 26.06.2019 at 14.00 Hrs. to 17.00 Hrs** and physically verify the saleable / disposable items before quoting the rates.
- xxiii) The representatives of the firms are required to sign the register after inspection of the items & sign a certificate as covered in Annexure II that the bidder has surveyed/inspected the items on ground.
- xxiv) The tenderer should submit copy of PAN Card/GST/ license of kabadi or auction business as “applicable”.
- xxv) The tenderer should possess valid license for auction / kabadi.

xxvi) The Commission reserves the right to accept or reject any or all the quotations in part or full without assigning any reason whatsoever and its decision in case of doubt / dispute shall be final & binding on both the parties.

List of items located at Club Building, Old JNU Campus

S.No.	Name of Items	Quantity
1.	Almirah Big Steel	16
2.	Almirah Small Steel	1
3.	Chairs	144
4.	Table	91
5.	AC with Stabilizer	21
6.	Wooden Book Rack	22
7.	Heater	1
8.	Refrigerator	4
9.	Photocopier Machine	4
10.	Kent RO	1
11.	Geyser	1
12.	TV	1
13.	Centre Table	1
14.	Vacuum Cleaner	1
15.	Oil Radiator	14
16.	Hot Air Blower	15
17.	Steel Rack Big	1
18.	Dak Box	2
19.	Almirah Wooden Big	24
20.	Ladder	2
21.	Side Rack Steel	20
22.	Book Shelf Steel	8
23.	File Cabinet	3
24.	Work Station	30
25.	Washing Machine	2
26.	Hot Case	12
27.	Micro Wave Oven	2
28.	Desert Cooler	1
29.	Mixer Grinder	1
30.	Water Dispenser	1
31.	Side Rack Wooden	1
32.	Letter Box	1
33.	Exhaust Fan	20
34.	Ceiling Fan	70
35.	Wall Fan	20
36.	LED Light	8
37.	Pedestal Fan	1
38.	Book Shelf Wooden	1
39.	Notice Board	3

40	Foot Rest Wooden	1
41	Sign Board CIC	5
42.	UPS with Batteries	83
43.	On line UPS	10
44.	PC Set (one CPU & one Monitor)	38
45.	Printers	21
46.	VC System	7
47.	LED TV	7
48.	Key Boards	25
49.	Mouse	24

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ANNEXURE - II

OFFER / BID FORM

Name of the Bidder :
Address of the Bidder :
Phone No. :
Mobile No. :
Fax No. :
License for Kabadi : (Xerox Copy attached)
/auction
Business as applicable
PAN No. : (Copy of PAN card attached)
GST No. : (Copy of GST attached)
Contact Person :

Ref: Tender for disposal of obsolete items of furniture(viz. tables, chairs, almirahs, wooden racks, work stations etc.), electrical appliances, old scraps, old computers, monitors, printers, UPS, LED TV, photocopiers and other miscellaneous items lying at Club Building, Old JNU Campus New Delhi strictly on "AS IS WHERE IS BASIS".

Dear Sirs,

I/We have inspected the old unserviceable materials lying at Club Building, Old JNU Campus, New Delhi and confirm our acceptance of the same. We are pleased to submit our offer for purchase of said items of old unserviceable materials at the below mentioned Price and Taxes.

Price for whole lot of items (figures & words both): Rs. -----(Rs.-----
-----only)

I/We are enclosing herewith the Demand Draft / Pay Order in favour of "PAO (CAT), NEW DELHI" drawn on any Nationalized / scheduled bank.

Demand Draft No/Pay Order No. ----- drawn on -----
dated ----- amount ----- for full value of tender amount plus tax.

DECLARATION: I/We have read and acquainted myself / ourselves with the terms and conditions of sale. I /We have surveyed /inspected the items for disposal/ sale and quoted the above rate accordingly. I/We unconditionally agree to the terms & conditions and have submitted this offer accordingly.

Signature of Vendor with
Seal & Date