

केन्द्रीय सूचना आयोग

Central Information Commission

2 तल, विंग'ब'/ 2nd Floor, 'B' Wing

अगस्तक्रान्तिभवन/ August Kranti Bhavan

भीकाजीकामाप्लेस/ Bhikaji Cama Place

नईदिल्ली- 110066/ New Delhi – 110066

File No. 19/4/2017/CIC/(GA)

Dated: 17/10/2017

Tender Notice

Subject: - Tender for sale /Disposal of Unserviceable Furniture, Electrical Fittings ,ACs, Almirahs Scraps ,fittings, Fixtures and other miscellaneous items lying in Central Information Commission Building located at August Kranti Bhawan, Bhikaji Cama Place, New Delhi & Club Building, Old JNU Campus, New Delhi.

The Central Information Commission intends to sell /Dispose off Unserviceable Furniture, Electrical Fittings and Fixtures and other miscellaneous items lying in Central Information Commission's Building located at August Kranti Bhawan, Bhikaji Cama Place, New Delhi & 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 August Kranti Bhawan & Club Building Old JNU Campus, New Delhi from 17.10.2017 to 20.10.2017 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. 20,000/- (Rupees Twenty Thousand Only) in the form of Bank Draft / Banker's Cheque addressed to 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. 304, 2nd Floor, August Kranti Bhawan, Bhikaji Cama Place, New Delhi- 110066 in a sealed cover super-scribed with the word "Tender for sale/disposal of unserviceable furniture, electrical fittings, ACs, Almirah scraps fittings fixtures and other miscellaneous items latest by 1500 hrs on 08.11.2017.** The same 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 our website (www.cic.gov.in) or contact the undersigned.

(S.K. Rabbani)

Deputy Secretary (G. Admn.)

Phone No. 011 – 26717352

Copy to:- Sh. Jeevan Singh, SO (MR), for uploading on the website of CIC .

NOTICE INVITING TENDER

Sealed tenders from interested parties are invited for sale / disposal of unserviceable wooden / steel furniture (viz. tables, chairs, almirahs, damaged partitions), electrical fittings and fixtures and other miscellaneous items lying in Central Information Commission Building located at August Kranti Bhawan, Bhikaji Cama Place, New Delhi & 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	Inspection of Items	From 17.10.2017 to 20.10.2017 from 1400 hrs to 1700 hrs for which bidders are required to contact Section Officer (GA) & Caretaker.
2	Issuance of tender	From 17.10.2017 and can be download on the CIC website www.cic.gov.in
3	Submission & Opening of tender	Submission on or before 08/11/2017 up to 15.00 hrs. as per the Format enclosed as Annexure – II and the same will be opened on 08/11/2017 on 15.30 hrs. in presence of authorized representative of the Tenderer.
4	Earnest Money Deposit (EMD)	Rs.20,000/- (Rupees Twenty Thousand Only) in the form of Bank 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 / Bankers Cheque 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.20,000/- (Rupees Twenty Thousand only) in the form of Bank 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 tentative lists enclosed at Annexure I & II. 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 – III (enclosed). The quotation not received in Annexure – III 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 –III 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 & II (tentative list) as directed by the Commission are to be removed.
- xi) Conditional tenders / deviations from our 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 contractor.
- 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 of all the removal of dirt & malba obtained from 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 buildings 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 17.10.2017 to 20.10.2017 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 III that the bidder has surveyed /inspected the items on ground.
- xxiv) The tenderer should submit copy of PAN Card/GST/ licences of kabadi or auction business as "applicable".
- xxv) The tenderer should possess valid license for auction / kabadi.

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.

I have inspected the site to survey /inspect the items mentioned Annexure I & II and quoted the amount in tender (Annexure - III) and all the terms / conditions mentioned above and in the notice inviting tender are acceptable to me.

Name of Bidder :

Address :

Contact No. :

EMD Pay Order / Draft No.

Date

Amount

Signature of Vendor
With Seal & Date

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

List of items located at August Kranti Bhawan

S. No.	Name of Item	Qty.	Remark
1	Cassette Type AC Voltas Make	11	
2	Split Type AC of Voltas Make, LG Make, Carrier Make & Hitachi Make	33	
3	UPS with Batteries	29	
4	Printer	03	
5	Laptop	02	
6	TFT/CPU/MOTHER BOARD	03	
7	KEY BOARD	16	
8	MOUSE	06	
9	UPS BATTERY	06	

List of items located at Old JNU Campus

S. No.	Name of Item	Qty.	Remark
1	UPS with Batteries	51	
2	Printer	21	
3	PC	23	
4	Window AC	01	
5	Double Bed Wooden	01	
6	RO (AQUA's)	02	
7	Split AC (Inner & Outer Unit)	03	
8	Hot Air Blower	01	
9	Photocopier Machine Sharp	02	
10	Garden Umbrella	01	
11	Cassette AC (Inner Unit) Voltas Make	01	
12	Wooden Book Rack	01	
13	Steel Sink	01	
14	Telephone Instruments (Beetal)	10	
15	Carpet	01	

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Central Information Commission
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भीकाजीकामाप्लेस/ Bhikaji Cama Place
नईदिल्ली- 110066/ New Delhi – 110066

ANNEXURE - III

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 Sale / Disposal of Serviceable / Unserviceable Furniture, Electrical Fittings & Fixtures and Other Miscellaneous Items lying at August Kranti Bhawan & Old JNU Campus New Delhi strictly on " AS IS WHERE IS BASIS " .

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Dear Sirs,

I/We have inspected the old Serviceable / Unserviceable materials lying at August Kranti Bhawan & 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 Serviceable / Unserviceable materials at the below mentioned Price and Taxes.

A). PRICE BID

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

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. ----- 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