

F. No. 19/17/1002/2015-GA
Government of India
Ministry of Commerce & Industry
Department of Commerce

Udyog Bhawan, New Delhi.
Dated the 05th September 2018.

Subject : Quotations for disposal of old / obsolete/ unserviceable items like computer, photocopier, Air-conditioners, printers, furniture and other items etc.

Department of Commerce invites sealed quotations from the firms/ individuals registered with State/ Central Pollution Control Board for disposal of old / obsolete/ unserviceable items like computer, photocopier, Air-conditioners, printers, furniture and other items etc. on **"as is where is basis"** without guarantee, measurement, weight and number.

2. The old / obsolete/ unserviceable items like computer, photocopier, Air-conditioners, printers, furniture and other items etc. **(list at annexure-A & B) can be inspected on 11.09.2018 between 4:00 P.M. to 5:00 P.M. by contacting Section Officer, (General Administration), Room No. 27C, Udyog Bhawan, New Delhi (Tele No. 011-2306 2521).** The old items are lying in Udyog Bhawan, New Delhi.

3. The tender should be accompanied by an **earnest money deposit (EMD)** of Rs. **30,000/-** in the form of a demand draft on any scheduled bank in Delhi/ New Delhi in favour of "Under Secretary (Cash), Department of Commerce". Tenders, which are not accompanied by prescribed EMD, shall be rejected summarily.

4. The applicant should submit the bid in sealed cover superscripted **"Quotations for disposal of old / obsolete/ unserviceable items like computer, photocopier, Air-conditioners, printers, furniture and other items etc."**

5. The quotations must contain offer price for each of following six categories, separately:-

(a)	Computer {CPU(without hard disk), Monitor, Keyboard and Mouse}
(b)	Photocopiers
(c)	Indoor Units of Split AC
(d)	Outdoor Units of Split AC
(e)	Window AC
(f)	Other electronic, furniture and other items etc.

6. The bidders are at liberty to send quotations for all or any of the categories mentioned above.

7. The Financial bid must be strictly as per prescribed proforma. The offer should be mentioned in Indian Currency.

8. The bid should be addressed to the Section Officer, General Administration Section, Room No. 27-C, Department of Commerce, Udyog Bhawan, New Delhi. **The last date for submission of the tender is 19.09.2018 upto 3:00 P.M.**

9. The tenders would be opened on the same day at 4:00 P.M. in Room No. 20-C, Udyog Bhawan, New Delhi. Those bidders who wish to present during tender opening may do so.

10. The successful tenderer will have to make full payment by Bank Draft/ Pay Order in favour of Under Secretary (Cash), Department of Commerce within one week of award of tender failing which EMD will be forfeited.


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11. The successful tenderer immediately after making full payment referred in para 10 above, shall take delivery of old / obsolete/ unserviceable items like computer, photocopier, Air-conditioners, printers, furniture and other items etc. on the date as intimated by the Department.

12. This tender is not transferable.

13. The successful tenderer(s) shall take away the items on their risk & cost and he/they will be responsible for safe and appropriate use/ disposal of the old/ obsolete/ unserviceable items like computer, photocopier, Air-conditioners, printers, furniture and other items. The successful bidder has to clean the area after removal of the items. If the area found uncleaned, the Department will arrange to clean the space at the cost of the bidder.

14. Where a bidder pleads his inabilities to take away the old items and backs out of his obligation after award of the contract/ tender, the Department will forfeit his EMD and recover the loss, if any, sustained by the Department, as a consequent of such backing out. **In addition, the firm will also liable for being black listed.**

15. The Department reserved the right to accept or reject any tender without assigning any reasons thereof. In case of any dispute, the decision of the Department shall be final and binding on all parties. The computer, photocopier, Air-conditioners, printers, furniture and other items etc. will be sold on 'as is where is basis'.

16. The EMD of the unsuccessful tenderers shall be released without interest after successful tenderer(s) take(s) possession of old / obsolete/ unserviceable items like computer, photocopier, Air-conditioners, printers, furniture and other items etc.

17. The tender is subject to the provision of **Rule 173 of General Financial Rules, 2017** which enable a bidder to question the bidding conditions, bidding process and/ or rejection of its bid. Accordingly, enquiries in this regard by a bidder will be responded to if the request is received in writing timely in General Administration Section of this Department.

18. Bidders who are blacklisted or debarred from participating in any such tender in any Government Department/ University or Autonomous bodies are not allowed to participate in the tender. Bidders have to give self-declaration (Annexure-C) in this respect that they are not blacklisted as mentioned above and if under any circumstances that declarations are found false their bids will be out rightly rejected and EMD will be forfeited.

19. The place of settlement of dispute shall be Delhi. In the case of settlement of dispute is in the Court of Law, it will be in the jurisdiction of Delhi.


05/09/2018
(Mukesh Kumar)
Section Officer
Ministry of Commerce & Industry
Deptt. of Commerce, Govt. of India
Tele. 2306 2521
Udyog Bhawan, New Delhi

FINANCIAL BID

i)	Name and address of the Tenders	:
ii)	Telephone No.	:	
iii)	Amount of EMD	:	Rs. 30,000/- (Rupees Thirty Thousand only)
iv)	Particulars of Demand Draft/ Pay Order enclosed	:	No. : Date :
v)	Details of Pollution Control Certificate/ licence	:	Issued by : No. : Validity :

I/We have inspected the old / obsolete/ unserviceable items like computer, photocopier, Air-conditioners, printers, furniture and other items etc. of the Department in response to the Tender Notice No. 19/17/1002/2015-GA dated 05.09.2018 and hereby offer maximum disposal value as under:-

S. No.	Particulars/ description	No. of items	Amount (per unit) (in Rupees)	Total Amount (in Rupees)
(a)	Computer {CPU(without hard disk Monitor, Keyboard and Mouse}	35		
(b)	Photocopiers	43		
(c)	Indoor Units of Split AC	20		
(d)	Outdoor Units of Split AC	20		
(e)	Window AC	38		
(f)	Other electronic, furniture and other items etc.	As in Annexure-B		
	Total			

I/ We agree to forfeiture of the EMD, if I/we fail to comply with all or any of the terms and conditions in whole or in part laid down in above noted tender notice/ Rule 198 of GFR, 2005.

I/We agree to deposit the above amount and shift the old / obsolete/ unserviceable items like computer, photocopier, Air-conditioners, printers, furniture and other items etc. from the premises of Udyog Bhawan at the time and date as decided by the Department.

Signature of the Tenderer
with Rubber Stamp

Date : _____

Place : _____


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Sl. No.	Description	Qty
(f)	Other electronic, furniture and other items etc.	
1.	Printer	23
2.	Fax machine	2
3.	Scanner	1
4.	UPS 0.5 KVA	21
5.	UPS 1.0 KVA	1
6.	UPS 1.5 KVA	15
7.	Inverter 0.5 KVA	1
8.	Inverter 1.0 KVA	7
9.	Almirah (steel) (Big/small)	5
10.	Bench (Iron) 2 seater	7
11.	Bench (Iron) 3 seater	4
12.	Bicycle	2
13.	Board (Green Board)	1
14.	Board (Notice Board)	1
15.	Chair (wooden/ steel/ executive/ visitor)	120
16.	Map	1
17.	Mayur Jug	6
18.	Office Bag	9
19.	Painting	1
20.	Partition stand	1
21.	Projector Stand	1
22.	Side rack	67
23.	Sofa 1 seater	18
24.	Sofa 2 seater	3
25.	Sofa 3 seater	9
26.	Sofa 4 seater	5
27.	Stapler Machine	10
28.	Table (Center Table)	9
29.	Table (Computer Table)	21
30.	Table (wooden/ steel/ executive)	27
31.	Trolley / stand (photocopier)	2
32.	Trolley / stand (TV)	2
33.	Writing desk	1
34.	Wall clock	12
35.	Blower - electric	10
36.	Cutter/ shredder machine	3
37.	Electric Kettles	20
38.	Extension Board	15
39.	Exhaust fan	2
40.	Fan with stand	6
41.	Wall fan	4
42.	Heater (Electric)	10
43.	Heater (Oil heater)	3
44.	Hotcase	13
45.	Lamination Machine	1
46.	Microwave	1
47.	Refrigerator	2
48.	RO system	5
49.	Stabiliser	28
50.	Television	1
51.	Water Cooler	8


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Annexure-C

UNDERTAKING

(on company letter head)

I/ We hereby certified that I have gone through the terms and conditions mentioned in the tender document No. 19/17/1002/2015-GA dated 05.09.2018 and undertake to comply with them. The rates quoted by me/ us are valid.

2. I/ We also undertake that I am /we are not a defaulter to Government Departments/ Organizations/ PSUs since last three year for any reason due to non-compliance of the terms and conditions of the tender documents.

Signature of the Tenderer
with Rubber Stamp

Date : _____

Place : _____

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