

No. D-14012/1/2009-Gen
Government of India
Ministry of Corporate Affairs

Shastri Bhavan, 5th floor,
Dr. R.P. Road, New Delhi
Dated 05.06.2009

To,

As per list enclosed

Subject : Inviting tenders for disposal of old unserviceable items in the Ministry
of Corporate Affairs, Government of India, New Delhi.

Sir,

I am directed to invite sealed tenders for the disposal of old unserviceable items on "as is where is basis" without guarantee, measurement, weight and number. Interested parties/firms may send their tenders for the above work in the prescribed proforma (Annexure-B) with a Demand Draft of Rs.5,000/- in favor of PAO, Ministry of Corporate Affairs, Govt. of India, New Delhi as earnest money in the tender box kept in Room No. 521-A , Under Secretary, 5th Floor, Shastri Bhawan, New Delhi by 3.00 PM on or before 22.06.2009.

The tenders will be opened on the same day at 4.00 PM. The tenderers or their authorized representative can participate in the opening of tenders with proper authorization letter from the agency. The prescribed tender proforma along with complete list of items and terms and conditions is enclosed. The same can also be obtained from Section Officer, General Branch, Room No.511B, 5th Floor, Shastri Bhawan, New Delhi (Ph.No.23389391) in the working days between 11.00 a.m. to 4.00 p.m.

Yours faithfully,

(V.K. Mehta)
Under Secretary to the Govt. of India

Copy to:

1. Ministry's website.
2. Notice Board/Facilitation counter.

(V.K Mehta)
Under Secretary to the Govt. of India

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Terms & Conditions

The following terms & conditions may please be read and understood before submitting the tenders.

1. Competitive sealed tenders are invited from reputed firms/persons for disposal of old, obsolete, condemned, unserviceable items on “as is where is basis” without guarantee, measurement, weight and number.
2. The items are listed in Annexure-B with this document.
3. The tender must be sealed and accompanied with an earnest money of Rs.5,000/- (Rs. Five thousand only) in the form of Demand Draft/Pay Order in favour of Pay & Accounts Officer, Ministry of Corporate Affairs, New Delhi from any Nationalized/Scheduled Bank in Delhi.
4. The tenders not sealed or not in the enclosed proforma or not accompanied with EMD or received after due date and time will be summarily rejected. While sending tender, it must be clearly indicated on the envelope “TENDER FOR DISPOSAL OF OLD, OBSOLETE & UNSERVICEABLE ITEMS.”
5. The tenders are invited for old, obsolete & unserviceable items on “as is where is basis” in one lot irrespective of number. The items can be inspected upto 17.06.2009 between 11.00 AM to 4.00 PM after contacting Section Officer, General Branch, Room No.511B, 5th floor, Shastri Bhawan, New Delhi, Ph.No.23389391. The tender form can be deposited in the tender box kept in the room of Under Secretary, Room No.529A, 5th floor, Shastri Bhawan, New Delhi upto 3.00 PM on 22.06.2009.
6. The offered purchase price should be mentioned in Indian currency, both in figures and in words in the format enclosed separately.

7. The purchase price is to be offered for all the items in one lot irrespective of number in the enclosed proforma of FINANCIAL BID at Annexure-B. Cost offered in part will not be accepted.
8. The EMD shall be forfeited if the tenderer resiles from his offer for whatever reasons.
9. Tender form filled in pencil, overwriting, illegible or erased will not be considered.
10. Tender will be opened on 22.06.2009 at 4.00PM. The interested tenderer or his authorized representative can participate in it. In case 22.06.2009 is closed holiday, the tender shall be opened on the following working day at the same time and venue.
11. The successful tenderer will have to make full payment by Cash/ Bank Draft/Pay Order in favor of PAO, Ministry of Corporate Affairs, New Delhi within one week failing which EMD will be forfeited.
12. The successful tenderer immediately after making full payment referred to in Para 1 above shall take delivery of the items in one lot irrespective of number within 3 (three) days and make the area, where these are kept, clean and clear.
13. The successful tenderer shall take away the items on his own risk & cost and he shall be responsible for safe and appropriate use / disposal of the items.
14. The Ministry reserves the right to accept or reject any or all the offers of tenders without assigning reasons therefore.
15. In case of any dispute, the decision of the Ministry shall be final and binding on all parties.
16. The EMD of the unsuccessful tenderers shall be released without interest after successful tenderer takes possession of the unserviceable items.

(V.K. Mehta)

Under Secretary to the Govt. of India

