

59

**National Institute of Disaster Management
(Ministry of Home Affairs)**

4th Floor, 'A' Wing
NDCC-II Building
Jai Singh Road
New Delhi – 110001
Ph: 011-23438289

File No. NIDM/Admn/Maint/Shifting/NDCC-II/2017

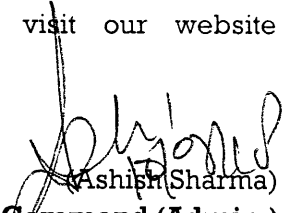
Dated: 09.07.2018

Tender Notice

Subject: - Tender for sale /Disposal of Unserviceable/ Surplus Furniture, Electrical Fittings ,ACs, Almirahs Scraps ,fittings, Fixtures and other miscellaneous items lying in NIDM Building, IIPA Campus, IP Estate, New Delhi-110002.

The National Institute of Disaster Management (NIDM) intends to sell /Dispose off Unserviceable/ Surplus Furniture, Electrical Fittings and Fixtures and other miscellaneous items lying in NIDM Building located at 5-B, IIPA Campus, IP Estate, New Delhi-110002 on "as is where is" basis and invites tenders for the same. The firm representatives can inspect the above material at NIDM Building located at 5-B, IIPA Campus, IP Estate, New Delhi-110002 from 18.07.2018 to 20.07.2018 between 1400 hrs to 1700 hrs. The NIDM 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/ Bid Security of Rs. 85,000/- (Rupees Eighty Five Thousand Only) in the form of Bank Draft / Banker's Cheque in favor of NIDM, New Delhi. The EMD/ Bid Security of unsuccessful bidder will be returned after decision taken with regard to award of the Contract to successful bidder. Tender received without EMD/ BID SECURITY will not be entertained. The sealed tenders in this regard may be submitted by interested firms to the **Second-In-Command (Admin.), NIDM, 4th Floor, 'A' Wing, NDCC-II Building, Jai Singh Road, New Delhi- 110001** in a sealed cover super-scribed with the word "**Tender for sale/disposal of unserviceable/ surplus furniture, electrical fittings, ACs, Almirah scraps fittings fixtures and other miscellaneous items latest by 1500 hrs on 30.07.2018.**" 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 07 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.nidm.gov.in) or contact the undersigned.


(Ashish Sharma)
Second-In-Command (Admin.)
Phone No. 011 – 23438298

✓ Copy to:- Sh. Hemant Kumar, Computer Programmer, for uploading on the website of NIDM.

78

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 NIDM Building located at 5-B, IIPA Campus, IP Estate, New Delhi-110002 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 18.07.2018 to 20.07.2018 from 1400 hrs to 1700 hrs for which bidders are required to contact Sh. J. N. Jha Jr. Engineer, NIDM |
| 2 | Issuance of tender | From 10.07.2018 and can be download on the NIDM website www.nidm.gov.in |
| 3 | Submission & Opening of tender | Submission on or before 30.07.2018 up to 15.00 hrs. as per the Format enclosed as Annexure and the same will be opened on 30.07.2018 on 15.30 hrs. in presence of authorized representative of the Tenderer. |
| 4 | Earnest Money Deposit (EMD/ BID SECURITY) | Rs. 85,000/- (Rupees Eighty Five Thousand Only) in the form of Bank DD or Pay Order on any scheduled Bank drawn in favour of NIDM, 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/ BID SECURITY 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.

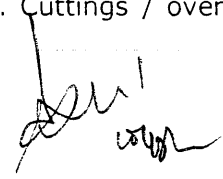
**Signature of Vendor
With Seal & Date**


(Ashish Sharma)
Second-In-Command (Admin.)
Phone No. 011 – 23438298

77

Terms & Conditions

- i) The Tender should be accompanied by Earnest Money Deposit (EMD)/ Bid Security of Rs. 85,000/- (Rupees Eighty Five Thousand Only) in the form of Bank DD or Pay Order drawn in favour of NIDM, New Delhi failing which Tender will not be considered. The Tender received without EMD/ BID SECURITY 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 NIDM, 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 Institute's premises as per tentative lists enclosed at Annexure-I.** The NIDM shall not be responsible for their usefulness or quality.
- iii) The EMD/ BID SECURITY 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/ BID SECURITY of unsuccessful Tenderer shall be refunded / released only after the successful Tenderers deposits the Sale Value. The EMD of successful bidder will adjusted against the bid price.
- v) 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 Institute 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.
- vi) Items offered are on " as is & where is basis." Bidder will sign the certificate as per annexure that they have surveyed / inspected the items and amount has been quoted after survey / inspection.
- vii) **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.**
- viii) 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.
- ix) A Lump - Sum amount (consolidated amount) is to be quoted for the entire lot mentioned in the Annexure - II (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.
- x) No other items except those mentioned at Annexure (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



32

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 successful bidder after award of the contract.
- 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) All disputes will be subject to Delhi Jurisdiction only.
- xvii) 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 dirts & malba obtained from dismantling from work site to the vendors own dump. Under any circumstance , the Institute will not pay any extra charges on account of the above.
- xviii) 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 Institute will not take any responsibility in this regard.
- xix) All the materials sold on auction are to be removed from the buildings within 07 days from the date of the Acceptance of the contract agreement.
- xx) Removal of materials shall be done in presence of Deptt. Officials who will be deployed by the Institute in writing.
- xxi) The bidders are requested to visit the site from 18.07.2018 to 20.07.2018 at 14.00 hrs. to 17.00 hrs and physically verify the saleable / disposable items before quoting the rates.
- xxii) 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.
- xxiii) The tenderer should submit copy of PAN Card/GST/ licences of kabadi or auction business as "applicable".
- xxiv) The tenderer should posses valid license for auction / kabadi.
- xxv) The tenderer should follow the norms of MoEF for disposal of e-waste.

The NIDM 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.

(Ashish Sharma)

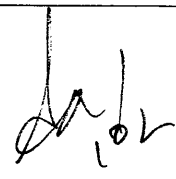
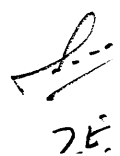
Second-In-Command (Admin.)

Phone No. 011 - 23438298

55

Annexure-I

| S. No. | Description | Quantity | Remarks |
|--------|--|----------|--------------------------------------|
| 1. | Slim Line (Almirah) | 4 | |
| 2. | Book Case | 7 | |
| 3. | CD Storage Unit | 1 | |
| 4. | Storage Unit Wooden Drawer 6' x 3' | 13 | |
| 5. | Podium | 4 | |
| 6. | Sofa Set recliner | 2 | |
| 7. | Telephone Console Reck | 1 | |
| 8. | Library Stack Single Face | 6 | |
| | Double Face | 3 | |
| 9. | Steel Rack | 14 | |
| 10. | Flip Chart Stand | 3 | |
| 11. | Aqua Guard | 1 | |
| 12. | Motor Pump | 2 | |
| 13. | RO System | 1 | Unserviceable/ not in good condition |
| 14. | Shredder | 1 | |
| 15. | T.V. | 1 | |
| 16. | Safe Centyguard | 1 | |
| 17. | EPABX System | 2 | |
| 18. | PA System a) 1 st Floor | 1 set | Unserviceable/ not in good condition |
| 19. | Screen Wooden | 2 | |
| 20. | Almirah a) big | 5 | |
| | b) small | 3 | |
| | c) wooden | 1 | |
| 21. | Chairs | 300 | 72 are in wear & tear conditions |
| 22. | Sliding/filing cabinet | 10 | |
| 23. | Round Table | 5 | |
| 24. | Central Table | 13 | |
| 25. | Table a) Officers | - | |
| | b) Ex/Finess | 25 | |
| | c) Lib | 2 | Unserviceable/ not in good condition |
| | d) Recp. | - | |
| | e) R/A | 1 | |
| | f) Confrs. | 86 | |
| | g) Buddy | 20 | Unserviceable/ not in good condition |
| | h) Meeting | - | |
| | i) Reflux | 29 | Unserviceable/ not in good condition |
| | j) Computer | 9 | |
| | k) S/S | 8 | |

54

| S. No. | Description | Quantity | Remarks |
|--------|-----------------------|-----------------|--------------------------------------|
| | l) Talk Pod (Library) | 1 | |
| 26. | Training Desk | 21 | |
| 27. | Utility Desk | 1 | |
| 28. | Book case wooden | 1 | |
| 29. | ACs Window | 45 | 39 ACs are in wear & tear conditions |
| | Split AC | 26 | 15 ACs are in wear & tear conditions |
| | AC Plant | 1 | |
| 30. | FAX Machine | 3 | |
| 31. | White Board | 19 | |
| 32. | Soft Board | 7 | |
| 33. | Elan Pedastal | 20 | |
| 34. | Hot Case | 1 | |
| 35. | Water Cooler | 1 | |
| 36. | Sofa Set | | |
| | 3 seated | 4 | not in good condition |
| | 2 seated | 0 | |
| | 1 seated | 6 | not in good condition |
| 37. | Water Dispenser | 1 | |
| 38. | Fire Extinguisher | 15 | |
| 39. | Tender Box (Wooden) | 1 | |
| 40. | Tata Sumo | 1 | Condemned condition |
| 41. | DG Set with Panel | 1 | |
| 42. | Ceiling Fans | 88 | |
| 43. | Wall Fan | 6 | |
| 44. | Display Stand | 1 | |
| 45. | Aluminium Partition | lump sump basis | |
| 46. | Server Rack | 2 | |
| 47. | Fridge | 1 | |

Dr. 10/11/11

56

73

National Institute of Disaster Management
(Ministry of Home Affairs)
4th Floor, 'A' Wing
NDCC-II Building
Jai Singh Road
New Delhi – 110001

ANNEXURE - II

OFFER / BID FORM

Name of the Bidder :
Address of the Bidder :

Phone No. :
Mobile No. :
Fax No. :
License for Kabadi / auction Business as applicable : (Xerox Copy attached)
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 NIDM Building located at 5-B, IIPA Campus, IP Estate, New Delhi-110002 strictly on " AS IS WHERE IS BASIS ".

=====

Dear Sirs,

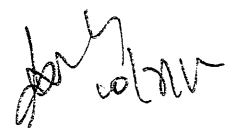
I/We have inspected the old Serviceable / Unserviceable materials lying at NIDM Building located at 5-B, IIPA Campus, IP Estate, New Delhi-110002 and confirm our acceptance of the same. We are pleased to submit our offer for purchase of said items of Old Serviceable / Unserviceable materials at the below mentioned Price and Taxes.

A). PRICE BID

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

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



72

Annexure-III

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

Name of

Bidder :

Address :

Contact No. :

EMD/ BID SECURITY Pay Order / Draft No.
Amount

Date

Signature of
Vendor
With Seal & Date

