

NOTICE INVITING QUOTATIONS FOR DISPOSAL OF OLD GOODS-2021

The Addl. Director General of Income Tax (PR, P&P), Mayur Bhawan, New Delhi intends to invite sealed bids/quotations from Vendors/Agencies for sale of old goods items lying 2nd & 6th Floor, at Mayur Bhawan, near Shankar Market, Connaught Circus, New Delhi under ADG, (PR, P&P), New Delhi charge, on "AS IS WHERE IS BASIS AND ON NO COMPLAIN BASIS" as per Annexure-'A'.

2. The bidders may visit the site for inspection and contact in Room No. 605, 6th Floor, Mayur Bhawan, New Delhi from **25.10.2021 to 10.11.2021** between 02:00 PM to 04:30 PM on working days and satisfy themselves about the items they are bidding for. No further clarification shall be given after the above inspection.

3. The Vendors/Agencies interested to buy the aforesaid items are required to submit their quotations in the enclosed Performa as per Annexure-'B' either in person or by post latest by **12:30 PM on 15.11.2021 addressed to the Drawing & Disbursing Officer (PR, P&P), Mayur Bhawan, New Delhi in Room no. 605, 6th Floor, Mayur Bhawan, Cannought Circus, New Delhi-110001.**

4. The bid shall consist of two parts- **Technical Bid and Financial Bid**. Both the bids are to be placed in two sealed envelopes (clearly super scribing 'Technical bid' and 'Financial bid') which both in term are to be placed in one single sealed cover. The bids of all parties whose financial bid is not in a separate sealed cover or the rates quoted by them finds mention in their technical bid shall be rejected forthwith. All the information sought under the head 'Terms and conditions' and 'other information to be supplied with technical bid' is to be given in technical bid, while the price quoted by them will have to be mentioned only in the Financial Bid. The Financial bids of only those parties shall be opened whose technical bids are found to be eligible while, the Financial Bids of disqualified technical bidders shall be returned unopened.

5. The Technical bids shall be opened at **3:30 PM on 16.11.2021** in the Library Hall, 6th Floor, Mayur Bhawan, Connaught Place, Near Shankar Market, New Delhi- 110001 in presence of the Tender Committee and the financial bids would be opened at **03:30 am on 22.11.2021**. One representative of each of the eligible bidder, if intended, may remain present during the opening of technical and financial bids. The decision of the Tender Committee shall be final with regard to technical Bids.

-sd-

(Ravinder Sandila)
ITO/DDO

O/o. the ADGIT (PR, P&P)
New Delhi

Place: New Delhi
Date: 25/10/2021

Reserved Bid Price:

The reserved price for sale of old goods as approved by the Competent Authority are as per Annexure-'A'

Interested bidder may submit their bids, alongwith Earnest Money Deposit of **Rs. 5,000/- (Rupees Five Thousand Only)** by way of demand Draft drawn in favour of the 'Z.A.O, CBDT, New Delhi'.

No objection or claim will be entertained regarding terms & condition mentioned below for auction process.

Terms & Conditions

1. Technical requirements- all bidders shall furnish the following:

- i. Name :
- ii. Address :
- iii. Telephone no. :
- iv. Copy of Aadhar card :
- v. PAN/ Voter ID Card :
- vi. GST number (if applicable) :

(Note :If GST not applicable, an Affidavit for non-applicability of GST during the Financial Year 2021-22 should be furnished).

- 2. The bidder shall quote a single lumpsum price for all items over and above the '**Total Reserved Price**' (refer annexure 'A') after inspection on the appointed day, in sealed Envelope marked as "**Quotation for disposal of old goods-2021**". Bids in which the quoted lumpsum price is less then '**Total Reserved Price**' will be disqualified. The items will not be sold separately. The whole lot of items will be sold together to the highest bidder/successful bidder.
- 3. The bidder must not be blacklisted by Central/ State Government. Undertaking to that effect must be submitted by the bidder.
- 4. Decision of the Tender Committee shall be final and binding on the bidder.
- 5. The successful bidder, quoting the highest rate for the items of disposal, will be selected after opening of the Financial Bid on **22.11.2021 at 03:30 PM in Library Hall, 6th Floor, Mayur Bhawan, Cannought Circus, New Delhi-110001** and the

date for removal of old goods from the premises of Mayur Bhawan shall be intimated to the successful bidder.

6. The successful bidder shall obtain gate pass from the Dept. Officers for removal of the disposed goods from the Mayur Bhawan premises.
7. The successful bidder to whom the date and time for removal of the items is intimated, shall in no circumstances fail to remove such old goods from Mayur Bhawan beyond that date & time. The removal of only the designated items will be allowed under the supervision of one Committee Member and their direction regarding identification and removal of the said items, shall be binding in the successful bidder.
8. The successful bidder shall issue certificate w.r.t. receipt of old & outdated goods as per Annexure-A on the date of removal of such goods.
9. The payment of the ascertained value shall be sent to the o/o. DDO(PR, P&P), Mayur Bhawan, New Delhi within 2 days of awarding the contract/removal of old goods on the appointed date. Removal Order will be issued only after receipt of full payment.
10. If payment is not received within 2 days as mentioned above, the EMD of **Rs. 5,000/-** shall be forfeited.
11. The EMD of **Rs.5,000/-** to the unsuccessful bidders shall be returned on the day of final selection of the successful bidder by the Department.
12. The items once sold to the successful bidder shall not be taken back on any conditions whatsoever.
13. Submission of wrong/fraudulent information may lead to disqualification of bidder and rejection of the bid.
14. Delivery, freight or any other expenses for removal of the items etc. shall be borne by the successful bidder and no separate payment shall be made on any of such account.
15. Any damages caused by the workman of the contractor to wall, ceiling, floors and fixtures etc. should be made good at the contractor's cost.
16. The highest bid once accepted is not transferable to anyone.

17. Tender Committee reserve the right to adjourn or cancel or modify the terms of Tender with or without notice and will not be liable for any loss or inconvenience caused to anyone in this regard.
18. All old goods to be sold "As is where basis" and "As is what basis" lying at 2nd & 6th Floor, at Mayur Bhawan, near Shankar Market, Connaught Circus, New Delhi. All SALES FINAL as per Annexure 'A', but actual quantity of items may vary a little.
19. EMD of the successful bidder will be returned on the basis of complete removal of auctioned material/ items from the site and payment of value of the removed goods as per rate quoted.
20. **The tender process of contract can be terminated at any time without any notice at the discretion of the ADG(PR, P&P), New Delhi.**

All the bidders, who have fulfilled the above terms and conditions may register their bids through registered post or by hand at DDO (PR, P&P) O/o. ADG(PR, P&P), Room No. 605, 6th Floor, Mayur Bhawan, Connaught Circus, Near Shankar Market, New Delhi-110001 Phone (011) 23414331, well in advance to the last date & time of bidding, so that cause of any complaints due to technical snag/delay on the last date of Bidding may be avoided. Please take note that the L-1 bidder will be decided on the basis of eligibility criteria mentioned above.

Note:- All bidders acknowledge that they have read these terms & conditions of sale and agree to be bound thereby. If you do not understand any of these terms or condition, please ask a staff members for clarification.

-sd-

(Ravinder Sandila)

Drawing and Disbursing Officer (PR,P&P)

Mayur Bhawan, New Delhi

Annexure-A

Sr. No.	Items	Quantity	Reserved price Per Unit	Total reserved price per item
1	Air Cooler(LG)	1	500	500
2	Air Purifier	5 (Crusaders)	250	1250
3	Almirah (Big)	6	800	4800
4	Bench	2	200	400
5	Bill Printer	1(TSC)	100	100
6	Cabin Divider(Wooden)	1	100	100
7	Cd rom	4	100	400
8	Ceiling Fan(without blades)	3	250	750
9	Chairs	7	50	350
10	Compressor Unit(outdoor unit of AC)	1	2500	2500
11	Fax Machine	1 (Samsung)	200	200
12	Fax Machine	3 (Panasonic)	200	600
13	Hand dryer	1	100	100
14	Heater	1	500	500
15	Inverter	1	800	800
16	Scanner	1 (Lumax 2100 xl)	1000	1000
17	Inverter Trolley	1	50	50
18	Iron Almira	2	500	1000
19	Keyboard	2	25	50
20	Keyboard	39	50	1950
21	landline phone	5 (4 Beetal +1 Emerald)	100	500
22	landline phone	2	100	200
23	File Cabinet	2	200	400
24	Metal Rake	1	100	100
25	Modem	1 (Sterlite)	10	10
26	Monitor	2 (HCL)	400	800
27	Monitor	1 (Compaq)	300	300

28	Paper Shredder	1 (fellowes)	300	300
29	Paper shredder	1 (Jaimini)	200	200
30	Printer	5(HP Laserjet P1007)	1500	7500
31	Printer	1 (HP Laserjet P1008)	1125	1125
32	Printer	1 (HP Laserjet P1106)	1500	1500
33	Printer	1 inkjet (D1460)	300	300
34	Panasonic(Print+scan+fax)	1	1000	1000
35	Scanner	3(HP)	300	900
36	Side rake	2	100	200
37	Sofa Chair	4	300	1200
38	Split AC+Compressor	1	4000	4000
39	Syska Ceiling Light	36	100	3600
40	Table	10	250	2500
41	Table Drawer Unit	1	50	50
42	UPS	1	300	300
43	UPS	10(Microtek)	300	3000
44	UPS	4 (APC)	300	1200
45	UPS	1 (Start)	300	300
46	VCR	2 (VHS)	200	400
47	Water dispenser	9	300	2700
48	Window AC	4	3000	<u>12000</u>
Total Reserved Price				<u>63,985/-</u>

-sd-

(Ravinder Sandila)

Drawing and Disbursing Officer (PR,P&P)

Mayur Bhawan, New Delhi

Annexure-'B'**FINANCIAL BID**

1. Name of tendering Service Provider :
Company/ Firm/ Agency
2. Name & Registered Address :.....
.....
3. PAN NO. Tan No. :.....
4. GST No. (If GST not applicable, an Affidavit for non-applicability of GST during the Financial Year 2021-22 should be furnished). :.....
4. Registration in E-waste certificate (if any) :.....
5. Telephone number :.....
6. Auction Rate quoted :.....
As per Annexure-'A'-

DEDUCTIONS: Income Tax as applicable shall be deducted at source. The Vendor/ Agency shall be responsible for meeting out all the tax implications as per rules the Government of India.

Signature of authorized person
Full Name & Seal

DECLARATION: I hereby certify that the information furnished above is full and correct to the best of my knowledge. I understand that in case any deviation is found in the above statement at any stage, the concern shall be blacklisted and shall not have any dealing with the Department in future.

(Signature of Authorized Signatory)