

**No. 1/8/2021-DCH/Genl.**  
**Government of India**  
**Ministry of Textiles**  
**Office of Development Commissioner for Handlooms**  
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Udyog Bhawan, New Delhi  
Dated 24<sup>th</sup> May, 2022

**Subject: Tender notice for disposal/auction of old condemned, obsolete and unserviceable office equipment and furniture items.**

Sealed tenders are invited for disposal/auction of old condemned, obsolete and unserviceable office equipment and furniture items etc. on "as is where is" basis (list of items enclosed).

2. The above items are located in the stores of this office in Udyog Bhawan building, New Delhi – 110011. Details for inspection, contact person, tender acceptance are as under:

Date & Time for inspection of items	Working days on 25.05.2022 to 27.05.2022 (between 2:30 PM to 4:30 PM)
Contact Person	Shri P.R. Meena, Assistant Director Gr. I, Genl. Section Tel. No. 011-23061412
Tender Notice available at	<a href="http://www.handlooms.nic.in">www.handlooms.nic.in</a>
Date, Time and Place for acceptance of Tender	In the tender box kept at Gate No.12, Udyog Bhawan, New Delhi during office hours upto 2:00 PM on or before 30.05.2022.
Date & Time for opening of tender	30.05.2022 at 4:00 PM, an EMD for Rs.10,000/- (Rupees Ten Thousand Only) should be deposited with the tender in the form of an Account Payee Bank Draft/Pay Order from Nationalized Bank in favour of "Pay & Accounts Officer, Ministry of Textiles", New Delhi.



Name of the office: Office of Development Commissioner for Handlooms, Ministry of Textiles, Udyog Bhawan,  
New Delhi

FINANCIAL BID

1. Name of tendering Service Provider:  
Company/Firm/Agency
2. Details of Auction fee :  
Amount (in Rs.)
3. PAN/TAN :
4. Registration No. of the Company/Agency/Firm :
5. Auctions items RATES: Form GFR- 17 [See Rule 196 (iii) ]

Report of old condemned, obsolete and unserviceable office equipment and  
furniture items for disposal

Item No.	Particulars of Items	Quantity/Weight
1.	CPU	80
2.	Monitor CRT	26
3.	Monitor LCD/LED	42
4.	UPS (500 VA/1 KVA)	93
5.	Online UPS 5 KVA	01
6.	Printer all make	42
7.	Fax Machine all make	12
8.	Keyboard all make	90
9.	Mouse all make	67
11.	Stabilizer	06
12.	Telephone Instruments	52
13.	Electric Kettle	11
14.	UPS Battery	20
15.	Wall Moving Fan	02
16.	Pedestal Fan	02
17.	Computer Table	04
18.	Photocopier Machine (Make: Canon)	01
19.	Photocopier Machine (Make: Samsung)	01
20.	Revolving Chair	04
21.	Iron and Wooden scrap items	500 Kg. (Approx.)

\* Any additional material/pages shall be paid on pro-rata basis depending on the type of additional material/pages printed.

Name & Signature of Authorized Person

Date:

Place:

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 Person with date)

**General Terms & Condition:**

Bidder may inspect the items on the stipulated date and time.

1. The terms shall be sold to the highest bidder. The bids are invited for the lot (i.e. all the items contained in the list of old condemned, obsolete office equipment and furniture items as a whole and no bid would be accepted for any part of the same.
2. The handling/disposal of IT related equipment such as printers, fax machines, photocopiers etc. as per the latest guidelines/instructions of Ministry of Environment & Forests and its related agencies shall be the sole responsibility of the bidder(s) participation in auction of e-waste materials shall be registered with the Govt. Agency as per the E-Waste management & Handling Rules, 2011 published by the Ministry of Environment & Forests, Govt. of India vide their notification dated 12.05.2011.
3. The Earnest money Deposit (EMD) of successful bidder shall be adjusted from the total payment.
4. The successful bidder has to make full balance payment, after due adjustment of the EMD, in the form of Demand Draft in favour of "Pay & Accounts Officer, Ministry of Textiles, New Delhi" within three days after confirmation, failing which the offer will be cancelled and the EMD shall stand forfeited. The EMD of unsuccessful bidders shall be returned within one month after the auction whatsoever.
5. No item once disposed the successful bidder shall be taken back by this Department on any condition whatsoever.
6. The successful bidder will be required to lift all items from the disposal site within three days after the payment of the balance amount. On failure to do so this department shall have the right to forfeit the entire amount of the bidder and dispose the items to alternate bidder. The successful bidder, of their own cost, will also be required to make their own arrangement of transport, labour etc. for lifting the disposed items.
7. Quotation letter in sealed envelope marked "TENDER DISPOSAL/AUCTION OF OLD CONDEMNED, OBSOLETE AND UNSERVICEABLE OFFICE EQUIPMENT AND FURNITURE ITEMS" should be addressed to Shri Santosh Kumar Singh, Additional Development Commissioner, Room No.57, Office of Development Commissioner for Handlooms, Udyog Bhawan, New Delhi – 110011.
8. The quotation must be dropped in the tender box mounted at Gate No.12, Udyog Bhawan, New Delhi or before the due date and time otherwise, it is liable to be rejected. Tenders received after the due date and time due to any reason whatsoever shall not be considered.
9. The financial bid should be given in both figures and words. Any overwriting or erasing in the figures shall not be considered for acceptance of the rates offered by the tenderer.
10. The department reserves the right to accept or reject any/all quotation without assigning any reasons whatsoever.
11. Each page of tender document should be signed by the bidder (s).
12. Incomplete and unsigned quotation is liable to be rejected. The bid is to be submitted for the entire lot, as mentioned in Sl. No. 2 above in this section.
13. Bidder must enclose copy of **address proof (Voter ID/Aadhar card/Driving License etc.) and PAN card** along with his bid.
14. The earnest money deposited (EMD) of Rs.10,000/- (Ten Thousand Only) must accompany the quotation, without which the bid shall be summarily rejected.

  
(Rajiv Jain)

**Chief Enforcement Officer**

To

1. Sr. Technical Director (NIC), with the request to upload the Tender Notice of the website of this office.
2. All Ministries/Departments of Government of India with the request that they may bring the contents of this notice to their contractor, if any.

## Auction Terms & Conditions

**PLEASE NOTE: All bidders at Auctions acknowledge that they have read these terms and conditions of sale and agree to be bound thereby. If you do not understand any of these terms or condition, please ask a staff member for clarification.**

1. **Identification** – All purchasers are required to have a Bidder's Number to bid and Auctions with their full name, address and telephone number is required to verify information.
2. **Dispute between bidders**- If any dispute arises between two or more bidders, the auctioneer may decide the same or may immediately put the lot up for sale again, and resell to the highest bidder. The decision of the auctioneer shall be final and absolute.
3. **Condition of items sold** – The auctioneer shall not be responsible for the correct description, authenticity, genuineness of, estimated selling price of, or defect in any lot, and makes no warranty in connection therewith. No allowance will be made or sale set aside on account of any incorrectness, error in cataloguing, or any imperfection not noted. No deduction will be allowed on damaged articles as all goods being exposed for public exhibition are sold "as is" and without recourse.
4. **Manner of payment** – The successful highest bidder -1 has to pay by DD in favour of "Pay & Account Officer, Ministry of Textiles" payable at New Delhi after the close of the auction. Auctioneer reserves the right to hold merchandise until a buyer's cheque clears and reserves the right to not accept a cheque.
5. **All measurements and sizes** – are approximate.
6. **Removal** – Shall be at the expense, liability and risk of the purchaser. Purchases will be delivered only on presentation of paid bill. Auctioneer shall not be responsible for goods not removed within the time specified, and shall have the option of removing and storing or reselling at the expense and risk of the purchaser any article purchased.
7. **Claims** – No claims will be allowed after goods are removed from premises.
8. **Personal and property risk** – Interested party can visit the premises to check the all items from 25.05.2022 to 27.05.2022 from 2.30 PM to 4.30 PM, if any query in the matter, the party can clarify the same in this office (Room No.554-A) 5<sup>th</sup> Floor, Udyog Bhawan, New Delhi.
9. **All lots**- to be sold AS IS, WHERE IS basis like central park area and parking area of the building. ALL SALES FINAL as per Annexure 'A'.
10. **Additional terms and conditions** – Any additional terms or conditions of sale, added by auctioneer, shall be announced prior to auction. The successful bidder/auction taker has to submit the Rs.10,000/- (Rupees Ten Thousand Only) as security deposit and the same may be refund after removal of all auction materials/items from the building.

