



EdCIL India Limited
(A Government of India Mini Ratna Enterprises)

4thPrag Plaza Building,
100 G. S. Road,
Bhangagarh, Guwahati-781005
(Assam)

Date:.....

Subject: Tender notice for disposal of Furniture / Office Equipment / and other items

1. Sealed tender are invited for disposal of Furniture / Office Equipment / and other items etc. on "as is where is" basis (list of items enclosed at Annexure-A).
2. The above items are located in the premises G.S. Road, Bhanagarh, Guwahati, Assam. Details for inspection contact person, tender acceptance are as under:-

Date & Time for inspection of items : On 11.09.2017 to 13.09.2017
Between 11.00 am to 4.00 pm

Contact Person : Shri S. Ghosh
Project Manager (TSG-SSA),
Mob. No.: 09555556444 (Delhi)

Shri K.K. Goswami, Project Officer
4thPrag Plaza Building,
100 G. S. Road,
Bhangagarh, Guwahati-781005
(Assam)
Mob. No. 09435305127 (Guwahati)

Date, Time and Place for submission of tender : 4thPrag Plaza Building,
100 G. S. Road, Bhangagarh,
Guwahati-781005 (Assam)
**15.09.2017 between 11:00AM
to 01:00PM**

3. An EMD for Rs. 20,000/- (Rupees Twenty Thousand only) should be deposited with the tender in the form of an Account Pay Bank Draft / Pay order from Nationalized Bank in favour of " EdCIL India Limited, payable at New Delhi failing which the bid will be rejected.

General Terms & conditions:-

- 1) **The items shall be sold to the highest bidder. The bids are invited for the entire package (i.e. all the items and all quantities contained in the list of Furniture / Office Equipment / and other items (as per Annexure-A) and no bid would be accepted for any part of the same.**
- 2) The Earnest Money Deposit (EMD) of successful bidder shall be adjusted against the total payment to be received from him.
- 3) **The successful bidder has to make full balance payment, after due adjustment of the EMD in the form of Demand Draft in favour of “EdCIL India Limited” payable at New Delhi” within three days after confirmation, failing which the offer will be cancelled and the EMD shall stand forfeited and the next higher bidder shall be considered. The EMD of unsuccessful bidders shall be returned within 5 days after the award of work without any interest through NEFT/RTGS.**
- 4) No item, once disposed, to the successful bidder shall be taken back by this office on any condition whatsoever.
- 5) The successful bidder will be required to lift all the items from the disposal site i.e. 4th Floor, Prag Plaza, 100 G S Road, Bhangagarh, Guwahati – 781005 within three days after the payment of the balance amount. On failure to do so this organisation shall have the right to forfeit the entire amount of the bidder and dispose the items to the next higher bidder. The successful bidder, on their own cost, will also be required to make their own arrangement of transport, labour etc. for lifting the items.
- 6) The estimated cost of the package (all items and quantities as per **Annexure-A**) is Rs.2 lakhs. **Bid offering less than Rs.2 lakhs will not be accepted.**
- 7) **The bids received between 11:00AM to 01:00PM on 15.09.2017 shall be opened at 01:30PM on the same date at the office premise. Bidders may attend the opening.**
- 8) Only the total (all inclusive cost) of the package (all items and all quantities of **Annexure-A**) shall be read out and the highest bidder will be awarded the package who should sign the document as a token of acceptance.
- 9) Quotation letter in sealed envelope marked “**TENDER FOR DISPOSAL OF FURNITURE / OFFICE EQUIPMENT / AND OTHER ITEMS**” should be addressed to Project Manager (TSG-SSA).
- 10) The financial bid should be given both in figures and words. Any overwriting or erasing in the figures shall not be considered for acceptance of the rates offered by the tenderer.
- 11) Corporation does not bind itself to accept the highest offer and reserve the right to accept or reject any/ all tenders either in whole or in part and the Corporation will have the right to split up and divide the sale order amongst the tenders at its discretion.
- 12) The furniture / office equipment / and other items are open for inspection as per specified dates. The tenderers should thoroughly satisfy themselves with regard to quality and condition of the furniture / office equipment / other item offered before submitting their tenders and no complaint of any sort whatsoever will be entertained afterwards in this respect while taking delivery of the item.

- 13) Each page of tender document should be signed by the bidder (s) as confirmation of acceptance of all terms and conditions.
- 14) **Incomplete and unsigned quotations are liable to be rejected. The bid is to be submitted for entire package, as per Annexure-A, failing which the bid will be rejected.**
- 15) Bidder must enclose copy of address proof (Voter I-Card / Aadhar Card / Driving Licence etc.) and PAN Card along with his bid failing which the bid will be rejected.

(Sushant Dey)
Deputy Manager (HR&A)

List of Furniture / Office Equipment / and other items

| S.No. | Description | Quantity |
|-------|--------------------------------|----------|
| 1 | Godrej Steel Rack | 2 nos. |
| 2 | Chairs (Godrej) PCH-7001 | 12 nos. |
| 3 | Steel Almirah | 2 nos. |
| 4 | Computer Table | 6 nos. |
| 5 | Bajaj Ceiling Fan | 9 nos. |
| 6 | Office Table | 6 nos. |
| 7 | Chairs | 6 nos. |
| 8 | Bamboo Projection | 3 nos. |
| 9 | Bamboo curtain (4ft X 6ft.) | 7 nos. |
| 10 | Bamboo curtain (57.5' X 6 ft.) | 3 nos. |
| 11 | Bamboo curtain (20.5' X 6 ft.) | 1 no. |
| 12 | Bamboo curtain (22.5' X 6 ft.) | 1 no. |
| 13 | Bamboo curtain (57' X 8.5 ft.) | 3 nos. |
| 14 | Wall fan | 2 nos. |
| 15 | Computer (Lenovo) | 2 set |
| 16 | Printer (HP Laser jet) | 3 nos. |
| 17 | IBM Think pad laptop R-60 | 1 no. |
| 18 | IBM Think center | 2 nos. |
| 19 | UPS 600 VA UPS | 4 nos. |
| 20 | UPS 600 VA APC | 2 nos. |
| 21 | Fax Machine | 1 no. |
| 22 | LG Air conditioner | 3 nos. |
| 23 | Stabilizer | 4 nos. |
| 24 | Conference table | 1 no. |
| 25 | Samsun refrigerator | 1 no. |
| 26 | Aqua guard | 1 no. |
| 27 | Iron remover stand | 1 no. |
| 28 | Laptop | 1 no. |
| 29 | Computer set. | 1 no. |
| 30 | Calculator | 3 nos. |
| 31 | Display Board | 2 nos. |
| 32 | White Board | 2 nos. |
| 33 | Betel receiver | 2 nos. |
| 34 | Digital wireless | 3 nos. |
| 35 | D-link & port | 1 no. |
| 36 | Hot case | 1 no. |

TENDER FORM

“QUOTATION FOR DISPOSAL OF FURNITURE / OFFICE EQUIPMENT / AND OTHER ITEMS”

Name and address of the Bidder :

Mobile No. :

Details of EMD / Drawee Bank/Amount (in Rs.) :

| S.No. | Description | Quantity |
|-------|--------------------------------|----------|
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| 35 | D-link & port | 1 no. |
| 36 | Hot case | 1 no. |

Total amount offered for all the items and quantities as per the list above (items S. No. 1 to 36) inclusive of transportation, packing and all other related charges EX office premises is Rs.....(in words)

(Signature and Seal of the Bidder)
Name of the Bidder