

F.No. IG/RCJ23/F&A/Auction/2021

Date 21.12.2021

Tender Document

For

Auction of scraps materials

(e-waste/furniture/general/electrical items/equipments/misc. items etc.)

placed in the premises of

"IGNOU Regional Center Jaipur"



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

(Ministry of Education)

70/79-84, Sector-7, Patel Marg, Mansarovar, Jaipur- 302020

Phone No: 0141-2785730

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Email- rcjaipur@ignou.ac.in

TENDER/BID

Indira Gandhi National Open University (IGNOU) invites bids for auction of scrap material (e-waste/furniture/general/electrical items/ equipment/ misc items etc.) "As is where is basis" In IGNOU Regional Center Jaipur- 302020. The bid document is available on IGNOU Regional Center Jaipur website www.rcjaipur.ignou.ac.in (for reference).

DETAILS OF DATES FOR BIDS

	Date	Time
1 Bid uploading date	- 21.12.2021	2: 00 P.M.
2 Bid submission start date	- 22.12.2021	2: 00 P.M.
3 Bid submission end date	- 11.01.2022	11: 00 A.M.
4 Bid opening date (Technical bid)	- 12.01.2022	11: 00 A.M.
5. Inspection time	- Official time between 9.30 AM to 6:00 PM on any working day (Monday to Friday), before the last date of submission of the bid.	


Regional Director
IGNOU RC Jaipur

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
(Ministry of Education)
70/79-84, Sector-7, Patel Marg, Mansarovar, Jaipur- 302020

Tender document

Bids are invited by Indira Gandhi National Open University (IGNOU) for disposal of Scrap Material (e-waste/ furniture/general equipment/electrical items /misc items etc.) as per Annexure I & II from its office located at IGNOU Regional Center 70/79-84, Sector-7, Patel Marg, Mansarovar, Jaipur- 302020 "AS IS WHERE IS BASIS".

1. The technical and financial bid are to be submitted separately.
2. The valid copy of authorized recycler certificate, copy of ID proof, (Self attested copy of Voter ID /Aadhar Card and PAN card etc.), and Demand Draft are to be submitted in the technical bid.
3. The amount should be mentioned in the financial bid format. The highest bidder will be declared based on the total amount quoted in the financial bid format.
4. The financial bid of only the technically qualified bids would be opened.
5. For disposal of e-waste scrap, only authorized Dismantler, Recycler, Registered PRO, EPR-authorized producers are only allowed to participate in the tendering process under E-waste Rules. The lists of E-waste may be seen at Annexure -I. The lists of furniture/ lab equipment/electricals/misc items etc. scraps materials may be seen at Annexure II.
6. The materials offered for disposal is on "AS IS WHERE IS BASIS" in Premises of IGNOU Regional Center Jaipur in unpacked condition.
7. The bidders may inspect the materials on any working day between 9.30 AM to 6.00 PM. No complaint whatever will be entertained after the tenders are submitted or before or after the materials are lifted. No request for samples or inspection after submission of the tender will be accepted.
8. Closing date & time for receipt of tender (scraps): on 11.01.2022 at 11:00 A.M.
Opening date & time of tender (scraps): on 12.01.2022 at 11.00 A.M.

(Technical bid)

9. All bidders/tenderers should submit their tender /bid along with a Demand Draft of Rs. 10,000/- (Rupees Ten Thousand Only) in favour of IGNOU RC Jaipur as Earnest Money Deposit (EMD) which will be refundable to unsuccessful bidders. The EMD of the successful bidder shall be retained and will be returned after submitting the Demand Draft of full amount as quoted in the bid. Tender should be supported with proof of identity (self-attested copies of Voter ID/Adhar card and PAN card etc.)
10. No tenders shall be accepted/entertained without earnest money deposit.
11. Only the highest bidder will be considered subject to the final decision of Competent Authority, IGNOU RC Jaipur.

12. The highest bidder has to deposit the bid amount in form of **Demand Draft** payable to IGNOU RC Jaipur within three working days, from the date of receipt of the Award of Work. The materials have to be removed within 5 days from the date of receipt of award letter/gate pass for removal of the material from IGNOU RC Jaipur.
13. The person authorized by the highest bidder will only be allowed to take out the scrap materials from IGNOU RC Jaipur.
14. The Local Purchase Committee (LPC) reserve the right to withdraw any material from the sale of any material's lots at any stage without assigning any reasons thereof.
15. Since, the disposal of the material is on "AS IS WHERE IS BASIS" basis, the removal process should be in a very peaceful and smooth manner. No one shall be allowed to play any objectionable acts while removing the material from the premises of IGNOU RC Jaipur.
16. The highest bidder has to submit the amount within three days from the date of receipt of Award letter and if he fails, the earnest money will be forfeited.
17. In case of any dispute, the decision of the Chairperson, IGNOU RC Jaipur shall be final and binding on both the parties.



(Dr. Mamta Bhatia)
Regional Director

Annexure-1

S. No.	Items	Qty.	Remarks
1	AMPLI SPEAKER	2	PHILIPS
2	AMPLIFIRE(ALTEC)	1	ALTEC
3	BATTERIES	6	BIG BETTERIES-2, WILLARAD-1, EXIDE-1, OKAYA-2 (BIG BETTIRIES)
4	CANNON PHOTO COPIER MACINE	2	
5	CASSETTE PLAYER & RECORDER	6	PHILIPS
6	CCTV	5	
7	CD DRIVE	1	
8	CD MINI SYSTEM	2	THOMSON RP 9322
9	CD WRITER	8	
10	COLOR TV - SIZE 21 INCH	1	LG
11	CPU	29	
12	DATA CARD TATA PHOTON	2	
13	DATA SWITCH	1	
14	DIGITAL SETELITTE RECIVER	1	
15	DIGITAL VOLTAGE STEBILIZER	1	
16	D-LINK	1	
17	Dome Camera	4	
18	DUPLICATING MACHINE(GESTENTNER)	1	
19	EDUSET	1	
20	Elect. WEIGHING MACHINE	3	
21	ELECTRONIC TYPEWRITER	1	
22	EMERGENCY LIGHT/TORCH	7	
23	EPBX	1	SYSNTEL
24	FAN (PADESTAL)	1	
25	FAX MACHINE	1	BEETAL
26	FAX MACHINE / PRINTER	1	CANON
27	FRANKING MACHINE	3	
28	FUSE SWITCH	1	
29	GENERATOR	1	SHRIRAM HONDA, Max. output 750 VA, FUEL- KEROSEN/ PETROL
30	GENERATOR SET	1	BHARAT JYOTI, DIESEL ENGINES & GENERATING SETS GEN SET 7.5 KW
31	HARD DISK (IN)	7	
32	HCL LAPTOP COMPUTER	1	
33	KAYBOARD WOODEN	1	
34	KEYBOARD	39	
35	KYAN PROJECTOR	1	KYAN
36	Laser Printer	2	SAMSUNG
37	LED DISPLAY ELECTRONIC BOARD	1	
38	LED PROJECTER	1	
39	MODEM	4	
40	MONITOR	26	
41	MONITOR LCD	5	
42	MOUSE	24	
43	ONE TOUCH RECORDING	2	VEDIOCON

44	PANASONIC PHOTO COPIER MACHINE	1	
45	Printer	7	BROTHER-5, HP-1, LEX MARK-1
46	PRINTER DOT MATRIX	5	KELTRON-1, WIPRO-2, TVS-2
47	Printer Laser Color	1	SAMSUNG
48	PRINTER LASERJET	1	HP
49	Projector	1	Galaxy-2000
50	ROOM HEATER	10	
51	SATELLITE DISH ANTENNA FITTED WITH DISH	3	
52	SET TOP BOX	5	
53	SETELITTE RECIVER	3	
54	SMPS	7	
55	SPEAKER	12	
56	SPLIT AC	3	INDOOR UNIT- 3 OUTDOOR (COMPRESSOR) UNIT- 3
57	SPIRAL BINDING MACHINE/DATA BIND	1	
58	STABILISER	5	
59	TABLE LAMP	3	
60	TELEPHONE	34	
61	TUBE LIGHT	20	
62	TV COLOR	8	UPTRAN-7, ECTV-1
63	UPS	2	ELNOVA- 230 VOLTS-50 Hz, LUMINOUS- INPUT 230V, 50 Hz
64	UPS online	1	QUASAR SYSTEM MN.D60, 60V WITH Batteties Box (12Vx5 Batttries=60 V)
65	UPS Small	22	Uniline 1366,1433,1453,1387,1449,1399,1265,671,13 71,1332,1222,683,1441,1435,1394 HCL T072285870,APC B80837011386 mercury 0803160014086 DOUBLE POWER NOS (3)
66	VCD	3	LG-1 SAMSUNG-1 SAMSUNG-1
67	VEDIO CASETTE RECORDER	4	BPL SAYNO-2 NATIONAL-2
68	Video Rama	2	CEL
69	VOLTAGE MONITOR (ELETRONIC VOLTAGE	1	MELCO
70	WATER COOLER	2	
71	WEB CAMERA	1	
72	XTREAM SOUND SPEAKER SYSTEM	1	LG
	Total	379	

Annexure- 2

S. No.	Items	Qty.	Remarks
1	ANTINA PIPE	1	
2	ANTINA WIRE	2	
3	BED SHEETS	8	
4	BENCH	1	
5	Black Board	1	
6	BLACK BOARD WITH STAND	1	
7	Blanket	2	
8	BOARD MAP OF RAJASTHAN	1	
9	BOX TANKI GP SHEET	2	
10	BRASS SEAL	1	
11	BRIEF CASE (ATECHI)	2	
12	CALCULATOR	2	
13	CANOPY	2	
14	CANVAS COVER	1	
15	CAROM BOARD	2	
16	CENTRE TABLE	4	
17	CHAMCHA	1	
18	COOLER	9	
19	COTTON PATTTI	2	
20	DARI	13	
21	DISPLAY CURTAIN	2	
22	DOUBLE BED	1	
23	DRESSING TABLE	1	
24	DRUM (WATER TANK)	1	
25	FLOWER POT	1	
26	GROCERRY- DONGE	4	
27	ICE BOX	1	
28	LOTI WATER	1	
29	Mattresses	2	
30	MAYUR JUG	2	
31	MILK POT	2	
32	MOSQUITO NET	2	
33	PALTA	1	
34	PAPER CUTTER IRON	1	
35	PIPE OF BORING (IRON)	2	
36	PROJECT STAND	2	
37	QUILT	1	
38	READING CHAIR	34	
39	SERVICE SPOON	8	
40	SPOON	24	
41	STD LOCK	1	
42	STEEL TANKI	2	
43	STOOL	7	
44	STOVE	1	
45	STRAPING PUNCHING MACHINE	1	
46	SUGAR POT	1	
47	TABLE LAMP STAND	1	
48	TEA KETTLE	2	
49	TORCH	2	
50	TV ANTINEA	1	
51	TV TROLLY/TABLE	1	
52	TV TUNER	1	
53	TYPEWRINTER	4	GODREJ
54	UMBRELL	1	
55	WALL CLOCK (Old)	3	
56	WEIGHT MACHINE	2	
	TOTAL	182	

TENDER FORM FOR AUCTION OF SCRAP MATERIAL

For Financial Bid

1. University shall offer auction of scrap material (e-waste/furniture/general/ electrical items/ equipments/ misc. items etc.) list is enclosed (Annexure-1 and Annexure-2).

Please quote your rates of the each items as mentioned in Annexure-1 and Annexure-2.

2. Name of tendering Company/Firm /Agency
3. Details of Earnest money deposit: Rs. 10,000/- (Rupees Ten Thousand Only)-
DD No. Date Bank.....

Declaration by the Firm/ Agency

It is certified that I/we before signing this tender document have read and fully understood all the terms and conditions contained in the tender document and undertake myself/ourselves to abide by them.

Date:

Place:

Signature of the Tenderer

Name:

Designation:

(Seal)

Address:

.....

Phone No. (O).....Residence:

Mobile No.....

Email Address:



TENDER FORM FOR AUCTION OF SCRAP MATERIAL

For Technical Bid

1. Name of tendering Company/Firm Agency
.....
2. Name of proprietor/Director of Company/Firm/.....
.....
3. Full Address of Reg. Office:
.....
.....
Telephone No.....
FAX No.....
E-Mail Address.....
4. Full Address of Operating/Branch Office:
.....
.....
Telephone No.....
FAX No.....
E-Mail Address.....
5. Banker of Company / Firm / Agency with full address:
.....
.....
.....
Telephone No: of Banker:
6. PAN/GIR/AADHAR CARD No.
.....
(Attach attested copy)
7. Service Tax Registration No.:
(Attach attested copy)
8. For disposal of e-waste scrap, only authorized Dismantler, Recycler, Registered PRO, EPR-authorized producers are only allowed to participate in the tendering process under E-waste Rules.
(Attach attested copy)

9. Details of Earnest Money Deposit

a) Amount Rs. 10,000/- (Rupees in words Ten Thousand only).

b) Bank Draft No.....

c) Date of Issue.....

d) Name of the Bank.....

10. Additional information, if any

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(Attach separate sheet, if required)

DECLARATION

I..... Son/Daughter/wife of
Shrisignatory of the agency/firm.

Mentioned above is competent to sign this declaration and execute this tender document.

2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.

3. The information/documents furnished along with the above application are true authentic to the best of my knowledge and belief. I/we am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Date:

Signature of authorized person

Place:

Full Name:

Seal: