

**DIVISION OF AGRONOMY**  
**ICAR-INDIAN AGRICULTURAL RESEARCH INSTITUTE**  
**NEW DELHI-110012**

No.1-10/2018-19/Agro

Dated: 20/9/18

**TENDER FORM**

Limited bids are hereby invited on behalf of Director, IARI for the disposal of unserviceable store articles on "as is where is" basis. The **unserviceable store articles can be inspected** between 2.30 to 4.15 PM on all working days. The terms and conditions are given below:-

**TERMS AND CONDITIONS**

1. The interested party should submit their tender ( in the Performa enclosed) to the undersigned in the double sealed cover. The outer cover should be super-scribed with the words **"QUOTATION FOR Auction of unserviceable store articles"** due on 08.10.2018. The bid should be address to Director, IARI, New Delhi and be deposited in the tender box kept in the Office of AAO's, Division of Agronomy on or before 08.10.2018 at 13.00 positively. This Office shall not be responsible for any delay in postal transit. No bid shall be accepted after the due date and time. If the due date is declared as Government Holiday, the bid due date will be next working day at the same time noticed as above.
2. Bid should be signed by bidder/himself/themselves or a person duly authorized in this behalf. A copy such authority should be enclosed along with the offer.
3. Bid forms are not transferable.
4. Bid will be opened on the same day at 3.00 PM. If the date of opening of bids happen to be holiday, then the bids shall be opened on the next working day at the same time.
5. **Bidders can inspect the unserviceable store articles during office hours upto 06.10.2018 between 2.30 PM to 4.00 PM in regard to the conditions, of unserviceable store articles and satisfy themselves before submitting their offer by the date and time specified above.**
6. Overwriting or alterations will also disqualify the bids unless these are legible attested by bidder/bidders.
7. Rate should be kept valid for acceptance at least for 180 days from the date of opening.
8. The sales Tax and other levy if any will have to be paid by the successful bidder.
9. Earnest Money deposit (EMD); bid should be accompanied by an earnest money of Rs.2000/- drawn in favour of the Director, IARI, in the shape of Demand Draft/ Pay Order/FDR/Bank Guarantee from any Commercialized Bank. The bidders are advised to quote the bid amount (both in words and figures).
10. It will be presumed that the bidders submitting the offer have read carefully all the terms and conditions and accepted the same in full. Deviations from the terms and conditions as given in this are not permitted. Any such conditional bid and/or telegraphy bid is liable to be rejected and no alterations shall be allowed after the bid is submitted. No counter terms condition shall be accepted.
11. Right to include any other conditions or modify or alter any bid conditions already stipulated is reserved by the Director, IARI, New Delhi-12
12. Bidder will be deemed to have been on the clear understanding that they have satisfied themselves fully in regard to the conditions, quality and quantity of unserviceable store articles proposed to be auctioned.

### 13. PAYMENT AND DELIVERIES.

The successful bidder will be required to make payment of bid by Bank Draft/Pay order drawn on any nationalized bank in favour of Director, IARI, within 7 days thereafter. Earnest Money Deposit shall be forfeited if payment of full is not made or the offer is withdrawn during the validity period. The successful bidder will have to lift the unserviceable store articles within seven days after depositing the full bid amount as per terms and conditions of the bid. Deliveries shall be affected against receipt of payment. Any purchaser failing to lift the material within the above stipulated period, shall have to pay ground rent @ 10% of tendered value per week. The Institute will not be responsible for any loss or damage of the unserviceable store articles. Earnest money deposited shall be forfeited if any purchaser fails to lift the items after making full payment and expiry of period as mentioned above. Thereafter IARI shall be entitled to resell these items. No notice shall be issued to the bidder in this regard.

14. The purchaser will not be entitled to resell any or all – condemned store articles while these are still lying within the premises of IARI and no delivery would be affected by any persons other than the purchaser/purchasers whose name/names are mentioned in the delivery order.
15. The successful bidder before actually collecting purchased unserviceable store articles should contact with the Asstt. Admn. Officer, Division of Agronomy, IARI, New Delhi -12 to get the gate pass and delivery of unserviceable items.
16. Loading, Handling, Labour and transportation shall be the sole responsibility of the purchaser at his own cost, rest and arrangement.
17. Loading and lifting of the auctioned goods shall be done by the purchaser only during the prescribed working hours of the Institute no deliveries shall be affected during Sunday or Holiday.
18. The Director, IARI, New Delhi reserve the right accept or reject any or all offer/ bids either in full or in part without assigning any reason whatsoever.
19. If, sufficient bids are not received, the Director, IARI, New Delhi reserves the right to call for fresh bids. In such an event Earnest Money deposited by the bidder shall be refunded.
20. The Earnest Money deposited by the “successful bidder shall be refunded in full without any interest.
21. The unserviceable store articles for disposal will be sold on “AS IS WHERE IS” basis and no guarantee for its worthiness of quality will be given by the Institute.
22. The successful bidder shall be responsible for any damage that may be done to the premises while removing the goods by him. The Director, IARI, may at his own options ask to make good such damages and buyer shall have to pay for the same on demand.

Yours faithfully

**Assistant Administrative Officer**  
For and on behalf of Director IARI

M/s \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROFORMA**

**TENDER FORM**

No.1-10/2018-19/Agro

Dated:

Demand Draft/ Pay Order/FDR/Bank Guarantee No. \_\_\_\_\_

Dated \_\_\_\_\_ for Rs. \_\_\_\_\_ ( Rupees \_\_\_\_\_

\_\_\_\_\_ ) Drawn on ( Name and Address of the Bank \_\_\_\_\_

\_\_\_\_\_

Address

Telephone No.

(Address should be complete and the bidder should always be available for receiving communications)

I/We submit our highest bid for the disposal of the following unserviceable store articles offered for sale by IARI, New Delhi in response to their tender enquiry letter No. 1-10/2018-19/Agro Dated 20/9/18

Sl.No.	Name of the items	Quantity	Amount of bid to be offered both words and figures on consolidated basis
1.	Oven	27 Nos	
2.	Revolving Stool	48 Nos	
3.	Visitor Chair	51 Nos	
4.	Revolving Chair	45 Nos	
5.	Brief case	06 Nos	
6.	G.I.Bucket	47 Nos	
7.	Paddy Thresher	10 Nos	
8.	G.I.Trunk	11 Nos	
9.	Cropping Hut	04 Nos	
10.	Laboratory Centrifuge	01 Nos	
11.	Water Bath	02 Nos	
12.	Water Cane	32 Nos	
13.	Voltage Stabilizer	42 Nos	
14.	Water Filter (Steel)	17 Nos	
15.	Cash Box	04 Nos	
16.	Aquagaurd Water Purifier	07 Nos	
17.	Hot Plate	12 Nos	
18.	Lawn Mover	03 Nos	
19.	Computer Set	11 Nos	
20.	Room Heater	68 Nos	
21.	Arco Lavender Flow	01 Nos	
22.	Hand Trolley	02 Nos	
23.	Trolley with wooden Plank	01Nos	
24.	G.I.Tasla	78 Nos	
25.	Weighing Bridge	02 Nos	
26.	Kasola	49 Nos	
27.	Sword	14 Nos	
28.	Khurpi	70 Nos	
29.	Sickal	120 Nos	
30.	Spad	50 Nos	
31.	Printer	18 Nos	
32.	UPS	12 Nos	
33.	Scanner	03 Nos	
34.	Main Switch	02 Nos	
35.	Notice Board	02 Nos	
36.	Micro Digestion & Distillation System	01 Nos	
37.	Genson Gas Plant	01 No	

Signature of bidder  
Address of the bidder

