

**OFFICE OF THE DIRECTOR
NATIONAL DRUG DEPENDENCE TREATMENT CENTRE
ALL INDIA INSTITUTE OF MEDICAL SCIENCES**

STORE SECTION (NDDTC)

Short Rate Enquiry: 16/Auction/NDDTC/15-16

Date : 23-10-15

The Store officer (NDDTC), on behalf of the Director, All India Institute of Medical Sciences, Ansari Nagar, New Delhi-110029, invites sealed tenders/ rate enquiry from the reputed firms dealing with disposal through auction of condemned, surplus & unserviceable goods.

Lot No.	Name of the item	Bid Security in rupees
01	Miscellaneous condemned and surplus goods lying in open space near kitchen and generator room at NDDTC ,AIIMS Ghaziabad	5,000/-

Tender forms containing brief information along with terms and conditions can be had from the office of the Stores Officer NDDTC, Room No.304,2ndFloor,Administartion Block. NDDTC, AIIMS Ghaziabad upto 12.11.2015 from 2.00 P.M to 4.30 P.M. ON ALL WORKING DAYS & UPTO 12.30.P.M. ON SATURDAYS. The Security money as mentioned above will have to be deposited through Demand Draft/Banker's cheque only drawn in favor of the 'Account officer, NDDTC, AIIMS Ghaziabad' as mentioned above along with the quotation. No interest is payable on EMD/Bid security Deposits.

1. Last date of Submission of tender forms : 12.11.2015 (up to 12.00 P.M.)

The Sealed tenders/quotations will be opened on 13.11.2015 at 12.00 P.M in the Board Room, 2nd Floor, NDDTC, AIIMS, Ghaziabad. The tender documents/rate enquiry is also downloadable from the Website at www.AIIMS.ac.in, www.AIIMS.edu.

STORES OFFICER (NDDTC)

**OFFICE OF THE DIRECTOR
NATIONAL DRUG DEPENDENCE TREATMENT CENTRE
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
STORE SECTION**

(SCHEDULE-'A')

Sr. No. of Short Rate Enquiry : _____

File no. : **16/Auction/NDDTC/15-16 (Lot no. 1)**

Dear Sir,

1. I/We hereby submit our rate enquiry for the disposal of Miscellaneous Condemned and surplus goods (as is where basis is).
2. I/WE are enclosing herewith the FDR/Bank Guarantee/D.D. No..... dated..... for Rs. 5,000/- drawn in favor of the "Account Officer NDDTC AIIMS Ghaziabad " towards EMD/Bid Security. Rate enquiry not accompanied with EMD/Bid Security shall be summarily rejected.
3. I/We hereby agree to all the terms and conditions, stipulated by the AIIMS, (enclosed) in this connection including delivery, penalty etc.
4. I/We have noted that over written out rightly rejected. Rate enquiry are duly signed (No thumb impression should be affixed).
5. I/We have gone through all terms and conditions of the rate enquiry documents before submitted the same.

NOTE: ALL TERMS & CONDITIONS SUCH AS RATES AND TAXES ETC, HAVE BEEN INDICATED SEPARATLY IN THE QUOTATION.

Yours faithfully,

Signature of Tenderer with full Address.

WITNESS _____

WITNESS _____

WITNESS _____

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES
STORE SECTION (NDDTC)**

General Terms and Conditions

Short Rate enquiry . No. : 16/Auction/ NDDTC/15-16 (Lot no. 1)

Subject : Miscellaneous Condemned and surplus goods lying in open space near kitchen and generator room at NDDTC AIIMS Ghaziabad , (as is where basis is)

Date of Submission : 12.11.2015 (Thursday) up to 12.00 P.M.

Date of Opening : 13.11.2015 (Friday) at 12.30 P.M.

1. Rate enquiry should be addressed to the Stores Officer NDDTC, Room No.304, 2nd Floor, Administration Block, NDDTC, Ghaziabad and submitted, under sealed cover failing which the rate enquiry shall be rejected. Terms and conditions for supply should invariably be indicated otherwise would be taken on its face value.
2. THIS TENDER DOCUMENT/Rate Enquiry IS NON-TRANSFERABLE.
3. The bidder should give rates, showing taxes, levies, if any. Rate enquiry not confirming To these requirements shall be rejected and no correspondence will be entertained whatsoever.
4. The bid should be submitted in a separate cover envelope indicating thereon :
 - a) Reference No. Of the Short rate enquiry : 16/Auction/NDDTC/15-16 (Lot no. 1)
 - b) Short Rate enquiry regarding : Miscellaneous Condemned and surplus goods lying in open space near kitchen and generator rooms at NDDTC.
 - c) Due date for submission of the rate enquiry : 12.11.15 (Thursday) up to 12.00 P.M.
 - d) Due date for opening of the rate enquiry : 13.11.2015 (Friday) at 12.30 P.MName of the firm: _____
5. The rate enquiry forms be clearly filled in ink legibly or type written giving full address of the Tenderers/bidder . The bidders should quote in figures as well as in words the rates/amount quoted by the himself/them. Alterations/overwriting unless legible attested by the bidders, shall disqualify the Tenderers. The rate enquiry should be signed by the

bidders himself/themselves or his/their authorized agent or his/their behalf (Authorization may be enclosed, if applicable).

6. THE FORWARDING LETTER/ UNDERTAKING (SCHEDULE-A) DULY SIGNED by the tender SHOULD INVARIABLY be RETURNED ALONG WITH QUOTATIONS FURNISHED FAILING WHICH THE TENDER/Rate Enquiry SHALL BE REJECTED.
7. The bidders should take care that the rates and amount are written in such a way that interpolation is not possible no blanks should be left which would otherwise make the tender rejected.
8. EACH rate enquiry SHOULD BE ACCOMPANIED WITH AN EMD/BID SECURITY AMOUNTING TO Rs. 5,000/- BY WAY OF DEMAND DRAFT/ FDR/BANK GUARANTEE DRAWN IN FAVOUR OF "Account Officer NDDTC AIIMS Ghaziabad", AND THE SAME SHOULD BE FROM ANY SCHEDULED BANK FAILING WHICH THE rate enquiry SHALL NOT BE CONSIDERED FOR ACCEPTANCE AND WILL BE OUTRIGHTLY REJECTED. CHEQUE/FDR IS NOT ACCEPTABLE AT ALL. THE EMD/BID SECURITY DEPOSITED AGAINST OTHER TENDERS CANNOT BE ADJUSTED OR CONSIDERED FOR THIS TENDER. NO INTEREST IS PAYABLE ON EMD/BID SECURITY. Also the bid amount/payment are to be made through D.D. in favour of "Account Officer NDDTC AIIMS Ghaziabad" only by the successful bidder. THE EMD OF SUCCESSFUL FIRMS WILL ONLY BE RETURNED AFTER LIFTING THE AWARDED ENTIRE LOT AND NOT BE ADJUSTED IN THE BID AMOUNT
9. Space should be left clear after lifting their belongings by the approved vendor failing which EMD/BID SECURITY will be forfeited.
10. Successful bidders shall have to lift their Condemned miscellaneous Condemned and surplus goods FIVE (5) working days of the issue of the gate pass by Stores Section (NDDTC) subject to full payment by the bidders, during working days (i.e. upto) 12.00 p.m. noon on Saturday and upto 5.00 P.M. in all working) failing which a ground rent @ Rs.500/- per day will be charged till the final lifting of the goods by tenderers. No shifting will be permitted on Sundays and Govt. Holiday. Selected parties (highest bidder) shall be allowed to lift or load condemned goods only after issue of gate pass by the Stores Section (NDDTC).
11. Force majeure will be accepted on adequate proof thereof.
12. The Chief NDDTC, AIIMS New Delhi shall be the final authority to reject full or any part of the rate enquiry which does not fulfil the terms and conditions stipulated in the rate enquiry.

13. Bidders submitting rate enquiry would be considered to have accepted all the terms & conditions. No Inquiry verbal or written shall be entertained in r/o acceptance or rejections of the rate enquiry .
14. Any action on the part of the bidders to influence anybody in the said Institute will be taken as an offence. He will not be allowed to participate in the tender inquiry and his rate enquiry will not be opened.
15. The selected bidders shall have to start lifting of awarded items on the very next working day after depositing full bid amount failing which the EMD will be forfeited.
16. Any damage to the property of the NDDTC AIIMS IF NOTICED, DUE TO THE FAULT OF THE SUCCESSFUL BIDDER DURIN`G LIFTING THE ITEMS SHALL BE RECOVERED FROM THE SAID FIRM AND THE DECISION OF THE Chief,NDDTC, AIIMS/CHAIRMAN A/B SHALL BE BINDING ON THE BIDDER.
17. Decision of the Chief,NDDTC will be final on all issues/objections, and no inquiry will be entertained after tender opening.
18. Tender by Tele-fax/telegram/fax/e-mail will not be accepted.
19. ALL THE LIABILITIES REGARDING TAXES/LEVIES WILL BE UPON THE SUCCESSFUL BIDDER ONLY. 20. If the bidders gives a false information shall be disqualified and removed from the list of approved vendors. No business, henceforth, will be done with the firm.
20. The courts at Delhi will have the jurisdiction to try any matter, dispute or reference between the parties arising out of the contract. It is specifically agreed that no court outside and other the court shall have jurisdiction in the matter.
21. The bidder is advised to quote their rates inclusive of all taxes & Expenses, as applicable in the Annexure-“A”(Enclosed) on `As is where is basis “. All the liabilities regarding Taxes/Levies will be upon the successful bidder only.

NATIONAL DRUG DEPENDENCE TREATMENT CENTRE
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
STORE SECTION (NDDTC)

Annexure-“A”

File No. 16/Aution/NDDTC/15-16

Name of the bidder with full address:

Nomenclature	Lump sump Rates for entire lot.	Taxes, if any	Total Amount
Miscellaneous Condemned and surplus goods lying in open space near kitchen and generator room at NDDTC AIIMS Ghaziabad ,			

Signature of the bidder

