

ADMINISTRATION DEPARTMENT

Our Ref: Dis/7:1:1

25 NOV 2008

**Subject : Placement of Quotation for the Disposal of obsolete Material on
BIS Website.**

The quotations for the Disposal of obsolete Material have been invited from parties dealing in obsolete materials. The last date of receiving the aforesaid quotations with Director Administration is 1500h on 22 December 2008. The quotations shall be opened on 1530h on the same day that is 22 December 2008 for the disposal of obsolete material. Hard copy as well as floppy of the quotation with Performa to be filled by tenderers is enclosed.

ITS Department is therefore requested to kindly upload the aforesaid quotations on BIS Website for its wider publicity.

SO(Disposal)

DRA
D&H(ITSD)

Our Ref: Disposal/7:1:1
Subject : Quotation for disposal of Obsolete items

25 NOV 2008

Dear Sir(s),

Bureau of Indian Standards intends to dispose-of the items listed in the Annexure on the terms and conditions mentioned below. You are requested to submit the rates for the lot i.e. for all items listed in Annexure-I. The quotations of the highest bidder shall be accepted. Quotations not meeting the following terms and conditions would be rejected.

1. Quotation in a sealed cover super scribed " Quotation for obsolete items" should reach Director (Administration) latest by 1500 hour on **22 Dec 2008**. The same shall be opened at 1530h on the same day. If interested, tenderer or his authorized representative may be present at the time of opening of the quotation.
2. Earnest money of Rs. 5,000.00 in Cash or through Demand Draft in favour of Bureau of Indian Standards, New Delhi, should be enclosed with the quotation. The said amount shall be refunded in the event of non-acceptance of the quotation. The quotation of such tenderer who do not deposit the Earnest Money shall be rejected. However CHEQUES SHALL NOT BE ACCEPTED. No interest shall be payable on Earnest Money.
3. The Earnest Money deposited by the successful tenderer shall be retained by the Bureau as security. It shall be refunded after finalization of the tender.
4. The items offered in Annexure may be inspected at the Bureau premises on 17.12.2008 and 18.12.2008 from 14:00 h to 16:00 h.
5. The successful tenderer shall have to take delivery of material within 30 days on any working day during office hours against full payment in advance, failing which, the earnest money deposited will be forfeited. All quotations shall remain open for acceptance for a period of 90 days from the date of opening of quotations.

6. In the process of removing the items from our store, the tenderer will be responsible for loss of any property of the Bureau due to negligence on his part or on the part of his representatives and the amount of loss shall be recovered from the tenderer.
7. The tenderer will have to remove the entire lot of material " As is Where is Basis"
8. BIS Reserves the right to reject any or all the tenders if situation so arises with approval of Competent Authority of BIS.
9. The Bureau have no responsibility for delay, loss and non-receipt of quotation after dispatch.
10. In case of any dispute, the decision of the Director General of the Bureau shall be final.

(J.C. Arora)
Director (Administration)

Encl: As above

ANNEXURE

Sl. No	Name of the item	Qty	Rate quoted by the Tenderer for lot Rs.
1	Wooden Chair	12	
2	Revo Chair	10	
3	Chair Cushion	03	
4	Drawing Table	01	
5	Steel Racks	22	
6	Steel Table	04	
7	Steel Rack Small	16	
8	Steel Chairs	14	
9	Wooden Sofa	02	
10	Wooden Table Big	14	
11	Wooden Table	05	
12	Typewriter Godrej	01	
13	Typewriter Godrej	01	
14	Typewriter Remington	01	
15	Fax Machine	01	
16	Fax Machine	02	
17	Old Carpets	02	

Draft No. _____

Date _____

Name of the Bank _____

Signature _____

Name and Address _____

Tel No _____.