

**Our Ref: Disposal/7:1:1**

**22 FEB 2006**

**Subject: Quotation for Disposal of Obsolete items**

**Dear Sir(s),**

Bureau of Indian Standards intends to dispose-off the items listed in the Annexure on the terms and conditions mentioned below. You are requested to submit rates for the lot i.e .for all items of Annexure. However, quotation for part of the lot would not be accepted. Quotation not meeting the following terms & Conditions would be rejected.

1. Quotation in a sealed cover superscribed " Quotation for obsolete items" should reach Director (Administration) latest by **1500 hours on 10 March 2006**. The same shall be opened at 1530 h on the same day. Tenderer or his authorized representative may be present at the time of opening of the quotation.
2. Earnest money of **Rs. 5000.00 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 and would be adjusted against the full payment. For other parties, it shall be refunded after finalization of the tender.
4. The items offered in Annexure may be inspected at the Bureau premises on 08 MAR to 09 MAR 2006.
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 60 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, lost 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.

( **T.K. Kashyap** )  
Section Officer(Disposal)

Encl: As above

**ANNEXURE**  
**Rates of Disposal of Old Fans, Typewriters, Stabilizers**  
**and Old Furniture Items**

<b>Sl. No.</b>	<b>Description</b>	<b>Qty</b>
1.	<b>Fan</b> a) Table Fan 1 b) Lift Fan 1 c) Exhaust Fan 12" 3 15" 9 18" 3 d) Kasal 72" 1 e) Orient 56" 8 f) Usha 56" 2 Usha 48" 1	29
2.	<b>Typewriter</b> a) Remington 6 b) Godrej 6 c) Halda 6	18
3.	<b>Stabilizer</b>	25
4.	<b>Furniture</b>	
	Steel Table	11
	Computer Table	03
	Steel Racks(small)	12
	Steel Chairs	51
	Wooden Chairs	15
	Revolving Chairs	01
	Wooden Table	222
	Steel Cabinet Drawing	01
	Wooden Cabinet	03
	Steel Racks(Big)	10
	Drawing Machine	02
	Wooden Stool	01
	Steel Cabinet	02
	Wooden Rack	04
	<b>Carpet Woolen</b>	04

**Signature**  
**Name & Address**  
**Telephone**

**Date**