

Annexure-I

Sl No.	Items	Qty	Rate Quoted for lot (Rs.)
1.	Steel Table	05	
2.	Steel Racks (Small)	06	
3.	Steel Chair	17	
4.	Wooden Chair	06	
5.	Steel Revo.-Chair	11	
6.	Wooden Table	11	
7.	Steel Rack (Big) + Steel Rack (Small)	14	
8.	Drawing Machine	01	
9.	Steel Cabinet (Small)	02	
10.	Wooden Rack	01	
11.	Wooden Sofa	02	
12.	Visitor Chair	07	
13.	Metal Detector	04	
14.	Geysers	13	
15.	Old Typewriters	05	
16.	Old Carpet (2 pieces)	01	

Draft No.
Date
Name of Bank

Signature
Name & Address
Telephone
Date

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

11 MAY 2007

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 the rates for the lot i.e .for all items listed in Annexure-I. However, quotation for part of the lot would not be accepted. A Royal Enfield Motor Cycle of 1989 Model is also to be disposed-off. Details and Reserve Price of the Motor Cycle are given in the Annexure-II. It may be noted that the price for Motor Cycle is to be quoted separately in Annex-II and the price to be quoted should not be less than the Reserve Price. Quotations 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 31 MAY 2007**. The same shall be opened at 1530 h 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. 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 24-05-2007 to 25-05-2007 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 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.

(Vijay Kishore)
Section Officer(Disposal)

Encl: As above

Annexure-II

Description of Motor-Cycle

Sl.No	Vehicle No.	Quantity	Reserve Price (Rs.)	Mileage Covered (Km)	Model	Rate Quoted (Rs.)
1.	DND 7552	1	1500 (One thousand five hundred only)	56650	1989	

Signature

Name

Address

Telephone No.

Date

