सूचना का अधिकार

भारत सरकार, वित्त मंत्रालय
Government of India, Ministry of finance
राष्ट्रीय बचत संस्थान
NATIONAL SAVNGS INSTITUTE
आई.सी.सी.डब्लयू बिल्डिंग, 4, दीन दयाल उपाध्याय मार्ग, नई दिल्ली -
ICCW Building, 4 Deen Dayal Upadyaya Marg, New Delhi-2
Te. 011-23237153/23237154
Mail : nsi@nsiindia.gov.in , http: www.nsiindia.gov.in

Tender Documents
Two Bid System

Tender No. NSI/Dead Stock/2024-25/1116 Dated:- 23.04.2024

a) Due date & time of receipt of Tender 15.05.2024, up to 15:00 hours
b) Due date & time of opening of Tender 16.05.2024 at 11:30 hours onwards
c) Date & time of Inspections of material 24.04.2024 to 14.05.2024 during working hours except Saturday, Sunday and Holiday

Sub:-DISPOSAL OF UNSERVICEABLE/BROKEN/OBSOLETE DEAD STOCK ARTICLES OF NSI, (HQ) DELHI

Sealed tenders are invited in the prescribed Tender form, by this institute from interested eligible parties for disposal of unserviceable/broken/obsolete dead stock articles (as per details given at Annexure – A) physically available on **AS IS Where IS BASIS & SINGLE LOT BASIS,** at NSI, New Delhi duly superscribed Tender No. and Due Date.

S.No.	Tender No.	Description of item	Location	Qty.	Due date & time of receipt of tender	Due date and time of opening of tender	Date & time of Inspection of items
A	B	C	D	E	F	G	H
01		Annexure - A	O/o Joint Director & HOO, National Savings Institute, (Government of India, Ministry of Finance), ICCW Building, 4, Deen Dayal Upadhyaya Marg, New Delhhi-110002	As is where is basis & single Lot basis	15.05.2024 up to 15:00 hours	16.05.2024 at 11:30 hours at the address given in Column-D	24.04.2024 to 14.05.2024 during office/working hours except Saturday, Sunday and Holidays.

Contact Address: O/o National Savings Institute, Government of India, Ministry of Finance, ICCW Building, 4, Deen Dayal Upadhyaya Marg, New Delhi. Contact Number 011-23237154

The tenders will be received at the office address mentioned in Column-D of table above, up to the date and time indicated at Column-F of table above and will be opened on 16.05.2024 at 11.30 hrs in presence of tenderer or authorized representatives. The National Savings Institute (NSI) reserves the right to accept or reject any tender in full or part without assigning any reasons whatsoever. The NSI shall not be responsible for delay, loss or non-receipt of tender documents sent by post.

Notes:

1. Tender documents may be downloaded from e-Procurement portal https://eprocure.gov.in/cppp/
2. Tenders submitted in prescribed form only will be entertained.
3. The tender document is not transferable.
4. In the event of the date of tender opening being declared a closed holiday for Central Govt. Offices the due date for submission of tender documents and the opening of tender will be on the following working day at the appointed time and venue.
5. **Bid Security/ EMD of Rs.2000/- should accompany with tender documents and without any exemption to any type of bidder.**
6. The tender without the prescribed EMD amount will be rejected.
7. Late Tender will not be accepted after due date and prescribed time.
8. The offer should be submitted in two sets. One Set containing Technical details, Signed complete Tender Document, Earnest Money Deposit, Copy of PAN Card/Aadhar Card/Voter ID Card etc. and Tender Commercial terms should be put in a sealed cover and marked as 'Technical Bid', prices should be kept blank.
9. The Second set which contains Financial Bid should be kept in a separate sealed cover only. 'Financial-Bid' should be clearly mentioned on the cover.
10. Tender No., Item description and Due Date of opening should be clearly mentioned on the envelope.
11. Both the 'Technical-Bid' & Financial-Bid' should then be put in a single sealed cover clearly indicating the Item, Tender No. & Due Date of opening on the sealed cover.

Joint Director & HOO

Encl: 1) Tender Form
2) Annexure-I(Financial Bid)
3) Annexure - A

एस. एल. कुरील/S. L. KUREEL
संयुक्त निदेशक एवं कार्यालय प्रमुख/Joint Director & HOO
राष्ट्रीय बचत संस्थान/National Savings Institute
भारत सरकार, वित्त मंत्रालय (वि.का.वि.) नई दिल्ली
Govt. of India, Min. of Finance (DEA)
New Delhi

GENERAL TERMS AND CONDITIONS OF THE TENDER FOR DISPOSAL OF UNSERVICEABLE/BROKEN/OBSOLETE DEAD STOCK ARTICLES OF NSI (HQ), DELHI.

1. DEFINITION:

The following expression used in the Sale Order/Tender documents shall have the meaning as indicated against each of these:

1.1 The 'Seller' mean the National Savings Institute, an attached office to the Ministry of Finance, Govt. of India, located ICCW Building, 4, Deen Dayal Upadhyaya Marg, New Delhi and shall include its successors and assigns.

1.2 The 'purchaser' shall mean the person, firm or corporation to whom Sale Order is to be issued.

2. GENERAL INSTRUCTIONS TO TENDERERS

2.1 Tenderers must submit their tender in the enclosed form only, duly signed, with the name and address written in block letters. One copy of these terms and conditions duly signed on all the pages must be submitted along with the completed tender form.

2.2 Tenders must be submitted in sealed cover superscribed with the tender number and its due date.

2.3 The rate should be quoted as per the unit given against the item. The rate must be clearly written both in figures and in words without any overwriting. The corrections, if any, must be initialled with date by the tenderer.

2.4 The rates should be quoted exclusive of all taxes and duties. All statutory taxes and duties shall be charged extra on prevalent rates at the time of delivery (hand over), over and above the rates quoted by tenderers and shall be paid by the tenderer in full.

2.5 The goods sold on **as is where is basis and single Lot basis** lying in NSI office at New Delhi. The Material shall be removed by the buyer with all faults and notwithstanding any error or mis-statement of description, measurement, quantity, weight, enumeration or otherwise and without question on the part of purchaser, and no claim shall lie against seller for compensation nor shall allowance be made on account of such faults, mis-statements or errors although the same satisfy himself thoroughly as to what is offered for sale before submitting his tender and may inspect the goods prior to tendering and shall be deemed (whether or not such inspection shall have in fact taken place) to have had notice of all defects as aforesaid which might have discovered on inspection and shall not be entitled to compensation on account thereof. Nor shall any party to this contract be entitled to claim or recover from the other any compensation by way of damages or otherwise of the goods sold are not available by reasons of not being at specific place and the contract shall stand cancelled.

2.6 The National Savings Institute, reserve the right to withhold sale of any piece/part/quantity of any item/lot from the disposable quantity which is deemed fit for the Institute use.

2.7 The offer must be firm and valid for acceptance for minimum period of fifteen days from the date of opening of the tender.

2.8 Once the contract is finalized, no revision of rate will be entertained during the currency of the contract.

2.9 The tender documents are not TRANSFERABLE.

2.10 The tender shall be completely filled in all respects. The incomplete tender in any particular manner shall be liable for rejection.

2.11 Tender shall submit their quotations in firm figures and without qualifications, variations or additions in the terms of the tender documents. Tender containing qualifying expression such as "subject to minimum acceptable" or "subject to prior sale" of any other qualifying expression or incorporating term and conditions which are at variance with the terms and conditions incorporated in the tender documents shall be liable to be rejected.

2.12 The address given in the tender shall be deemed to be the Purchaser's business address and the correspondence sent on that address shall be considered have been delivered to the purchaser.

3. DECLARATION

Tenderer must state whether he is the relative of Director/Joint Director or any member of the committee constituted for this purpose of this Institute or tenderer is a firm in which Director/Joint Director/committee member or his relative is partner or tenderer is a company in which any Director/Joint Director/committee member or his relatives are Director or holding any other executive position.

4. INSPECTION OF MATERIALS

The intending tenderers can inspect the materials as per the time and date mentioned in disposal tender notice after publish/release of Tender Notice/ purchase of tender papers. One tenderer would be allowed the disposal inspection at once.

5. BID SECURITY/EARNEST MONEY AND SECURITY DEPOSIT

5.1 Each tender must be accompanied with the requisite amount of Bid Security/EARNEST MONEY DEPOSIT (E.M.D.) as indicated in the tender form by way of a crossed Demand Draft in favour of **"PAO, (Sectt.)DEA" payable at New Delhi.** Bid Security /EMD will not be accepted in any other form and tender received without Bid Security/Earnest Money as required will be rejected. No adjustment will be made in respect of Bid Security/Earnest Money against any other bills / deposits. A reference to the Bid Security/ Earnest Money having been deposited must be contained in the tender form.

5.2 The successful tenderer shall make Security Deposit as follow: For the tenderers having bid value less than Rupees One Lakh, the EMD indicated in disposal tender notice shall be deemed to be security deposit, for one lot disposal tender as well as annual disposal contracts, wherever it applicable.

5.3 Wherever applicable, for the tenderer having bid value more than Rupees One Lakh, Security deposit of 10%(ten) of the total bid value shall have to be deposited within 5 days of the issue of Sale Letter. The Bid Security/EMD already deposited shall be adjusted towards the security deposit and only the balance amount will have to be deposited. **Especially in respect of old & condemned materials the bidder has to deposit full amount as mentioned in Sales Letter.** The security deposit will be retained till satisfactory competition of the contract.

All the above payments are to be made by crossed demand draft in favour of **'PAO,(Sectt.)DEA' payable at New Delhi**. If the security deposit is not made within the stipulated time, the EMD shall be forfeited and no claim whatsoever shall be entertained.

5.4 The Bid Security/Earnest Money Deposit/Security Deposit shall bear no interest. The Bid Security /EMD of the unsuccessful tenderers will be refunded on acceptance of work order by the successful tenderer.

5.5 The security deposit shall be retained for satisfactory performance of the contract and shall be released within 30 days after satisfactory lifting of material from the site/completion of the contract.

6. ISSUE OF SALE LETTER AND APPROVAL OF MATERIALS

6.1 The successful tenderer with highest bid will be issued a Sale Letter and within 15 days from the date of sale letter, the purchaser shall deposit full value of the material/material of the quoted lot/s including applicable duties/taxes **without adjusting security deposit.** Payment for material should be by crossed demand draft in favour of 'PAO, (Sectt.)DEA' payable at New Delhi

6.2 After getting the sale order and making the full payment, the purchaser shall furnish a programme for removal of materials to Procurement Officer and shall commence lifting of materials only after the approval has been obtained from this office.

6.3 The purchaser will not be allowed to pick and choose or do sorting from the lot. The materials will be collected from site as the instruction given by the Procurement Officer or is authorized nominee.

6.4 The purchaser will have to make his/their own arrangement for loading and transportation of the materials at their own cost, after satisfying all the security and safety regulations in force within the Institute.

6.5 The purchaser will have to make his own arrangement for cutting or fabricated materials, if any, after taking all precautions for hot job as per the direction of the Procurement Officer or authorized representative at his own cost.

6.6 All the Materials shall be removed from the NSI's site within 15 days from the date of sale letter.

6.7 Purchaser must ensure that condemned all the materials offered by seller is lifted before expiry of contract period. The purchaser must effect complete removal of materials from site within the specified date of delivery. If any extension of delivery period is required by purchaser the same must be applied for and got approved giving cogent reason/s before expiry of delivery schedule. No request for extension of delivery would be entertained after expiry of delivery schedule. Also, the seller reserves his right to refuse extension of delivery period assigning any reason therefore. In case, the materials are not removed as above, the purchaser shall be given delivery of the materials within one month from the date of expiry of free delivery on payment of ground rent @ Rs.250/- per day or 2% of the value of stores remaining un-removed for every week or part thereof, whichever higher. The ground rent shall be payable in cash before actual removals. The materials not so removed will then be treated as abandoned lot(s) and the security deposit and other sums paid for the lot(s) will be forfeited without any reference to be purchasers.. If the lot(s) has/have been so treated abandoned, the seller have the right to re-sell such lot(s) which will then be treated as property of this Institute, on such terms and conditions as may be deemed fit by the seller without any further reference to the purchaser.

6.8 For the workmen to be employed by the purchaser for collection of material and handling of items in Institute premises, the contractor will have to abide by the Workmen's Compensation Act and other statutory provisions as applicable. The seller would have no liability on this account.

6.9 The purchaser's workmen shall have to abide by the rules and regulations including, safety and security regulation. Entry inside the Institute would be only against Gate Pass for his men and equipment, for which purchaser will have to apply in advance before lifting of material commences.

6.10 The purchaser should complete all paper transactions within working hours of Stores Section, which are 9:30 A.M. to 6:00 P.M. on all working, week days Monday to Friday excluding Holidays. No movement of men, material of equipment shall be allowed beyond these hours.

6.11 Tender inviting authority has the right to withhold any item/items from the lot without assigning any reasons, whatsoever.

6.12 The person taking delivery must carry proper authorization from the Purchaser.

6.13 The National Savings Institute reserves the right to accept or reject in part or full of any tender or all tenders without assigning any reason, whatsoever.

6.14 The National Savings Institute reserves the right to place Sale Order for material wise to highest quoted bidder or to the bidder who has quoted highest rate in aggregate for all two materials. Decision of NSI in this matter is final.

7. DISPUTES

7.1 In the event of any disputes or difference of opinion between the seller and the purchaser to the respective rights and obligations of the parties hereunder or as to the true intent and meaning of these presents or any articles or conditions thereof, such dispute or difference of opinion (except the matter regarding which the

decision has been specially provided for, in the terms and conditions) shall be referred to the sole arbitrator of the Director/Joint Director of this Institute or his nominated representative and whose decision shall be final, conclusive and binding on the parties.

8. LEGAL JURISDICTION

8.1 In case of any legal issue arising out of the tender contract the same will be subject to the jurisdiction of the Court at Delhi only to exclusion of all other Court or courts. The above terms and conditions have been read by me/us and I /we shall abide by the same.

Signature_____

Name on behalf of_____

Address_____

_____

_____

_____

Telephone No._____

Mobile No._____

E-Mail:_____

Annexure-I

FINANCIAL BID

Tender No. NSI/Dead Stock/2024-25 /4116

1. Name of Tenderer :_____

2. Address :_____

3. Telephone, Fax & Mobile No. :_____

4. Email :_____

5. PAN Number :_____

6. ID Proof of Purchaser :_____

(Adhar/Voter ID/Passport) :_____

7. Material description :_____

(Address should be completed and supported with proof (self-attested copies of Aadhar Card /Voter Identity Card/ Passport). The bidder should always be available for receiving communication at the given address.)

I/ We submit my /our quotation for articles as per Annexure – A lying at National Savings Institute, National Savings Institute, Ministry of Finance, ICCW Building, 4,Deen Dayal Upadhyaya Marg, New Delhi-110002

Sl.No.	Material	Amount Offered (Rs.) Excluding Taxes)
1	Computer, electronic items, unserviceable and broken furniture as per Annexure - A	Lot rate (Lump sum)

8. Tax including GST as and if applicable to be paid extra by the bidder.

9. I/we have very carefully gone through the terms and conditions of the tender particularly regarding Earnest Money and agree to abide by the same in letter and spirit. The decision of the National Savings Institute/Government of India, or any dispute arising out of the offer should be binding on e/us. One copy of the terms and conditions is returned with tender form duly signed with date and seal as token of our acceptance.

10. I/we agree to the forfeiture of the earnest money if I/We fail to comply with all or any of the terms and conditions in whole or in part as laid down in the tender enquiry letter dated.....

which would constitute and have force of a contract between me/us and NSI, if I/We/am/are declare a successful bidder.

11. Bid Security/Earnest money details: deposited with Bank Draft

No._____Dated_____ Bank Name_____

for Rs._____

I /We hereby undertake that the material will be used for bona-fide /lawful purposes only.

Signature_____

Full Name_____

Designation_____

Address_____

_____

To,
The Joint Director & HOO
National Savings Institute
Ministry of Finance
ICCW Building, 4,
Deen Dayal Upadhyaya Marg
New Delhi-110002

Annexure - A

Item No.	Particulars of Item	Quantity/ Weight
1	2	3
1	Samsung monitor B1930 N	1
2	PCS monitor	1
	HCL CPU	
3	HP Compaq LE1711 monitor(CNC84460D,2009)	1
	HCL CPU	
4	Acer Monitor(V206HQL)	1
	ACER CPU (UXVD9S1278E1196688)	
5	HCL Monitor	1
	HCL CPU	
6	HCL CPU5113A	1
7	LG CPU	1
8	Konica Printer (6219805643,Jan2006)	1
9	HP 1020 laser jet printer (VNC3953983)	1
10	HP scanner (Q7286A,Dec2005)	1
11	HP Deskjet 3745 Printer (C90254, Oct 2004)	1
12	Xerox 5020 (3313413223)	1
13	HP Scanjet G2410 scanner	1
14	Canon Multipass C560 Printer Fax Scanner (H12158)	1
15	HP Compaq Laptop (PP2080)	1
16	HP Scanjet 2400 scanner	1
17	HP Compaq monitor LE1711(NSI 6) (CNC944P70M,Oct2009)	1
	HP Compaq CPU (NSI-8)	
18	Kaizen Cooler (with stand)	1
19	Stablizer 2000	1
20	Neela Stablizer	1
21	Modi xerox	1
22	HP Deskjet F735 Scanner(NSI-4)	1
23	Carrier AC	1
24	Neulite Stablizer	1

25	HP ScanjetG3110 Scanner	1
26	HP Fax machine,(2007)	1
27	HP Fax machine	1
28	Panasonic KXFT981 Fax+Phone	1
29	Zebronics CPU	1
30	Samsung Laser Multifunction (SF-651P,April 2010)	1
31	HP Laserjet 1007 printer	1
32	HP Deskjet 640C Fax	1
33	Logitech speaker	1
34	Xerox 5016 (5020) Workcentre	1
35	Xerox 5020 Workcentre	1
36	White board	1
37	UPS	1
		1
		4
		4
		1
		2
		2
		1
		1
		2
		1
38	Lenevo Monitor	1
39	HP scanner G3110 (FCLSD-0802)	1
40	Samsung monitor (31930,Feb 2011)	1
41	HCL CPU (2073A1322730)	1
42	Telephone	12
43	HP office Jet Pro 8600 multifunctional	1
44	I ball speaker	1
45	A.C.	1
46	HP laserjet 1020 printer	1
47	Realtime Biomatric	1
48	Cushion chair	3
		5
49	Wooden chair	2
50	Computer chair	4
51	Officer chair	2
52	Stablizer Neykon	1

53	Locker	1
54		1
55	Bench	1
	Laptop HP (T60M283)	1
56	HP laptop Compaq4200 small	1
57	Keyboard	23
58	Mouse	12
59	D Link Router	4
60	Extension board	10
61	HP Laserjet 3050 Fax machine	1
62	Suit case	1
63	Led lantern	1
64	Router	6
65	Panasonic Kx-FT31 Fax with phone	1
66	Mantara Biomatric	1
		1
67	HP laserjet 1020 (Feb,2005)	1
68	White board	2
69	Cleaning system	1
70	Mercury speaker	1
71	Logitech speaker	1
72	HP office jet 6000 printer	1
73	Wooden table	1
74	Wooden Steel table	1
74	Pitney bowes	1
75	Hi Rel stablizer	1
76	Big wooden table	1
77	Module stablizer	1
78	Power pack 2001 stablizer	1
79	Steel Almirah NSI-2,3,4	3
80	UP NSI Board	1
81	Epoc Stablizer	1
82	Calculator	1
		1
		1
		1
		1

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