QUOTATION SLIP FOR SPOT DISPOSAL OF SCRAP MATERIALS.

Scrap Disposal Tender No. **MD/SQ/SWS/DISP/04/15/REG/L**
Tender Date: 13.03.2015

Name of the Party:

Address:

**Amount Quoted on DD**: Rs.____________ DD NO.____________ DATE____________

**Amount in words**: (Rupees_______________________________________________________
________________________________________________________Only)

**Undertaking**:

Certify that I am the duty authorized representative of______________________________

I have inspected the materials as per the aforesaid Tender details and agree to pay the amount quoted above.
and I have to make the appropriate payment and pick up the scrap materials as per the declared schedule.

**Enclosures**

1. Please attach photocopy of ANY of the following documents:
   
   A) Registration certificate of having registered with BMC
   
   B) Registration certificate of Sales Tax/VAT
   
   C) Certificate of incorporation

2. Please attach a photocopy of ANY of the following documents.

   A) Letter of authority issued by their company /employer
   
   B) Photocopy of Identity card issued by their company/employer.
Name of Department / Section : Student Welfare Society
Contact Person : Mr. M. Gangadharan Nair
Contact Number : (022) 25769320

(Annexure-'A')

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Particulars</th>
<th>Quantity / Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>CNG Bus (14+1)</td>
<td>04nos</td>
</tr>
</tbody>
</table>
ANNEXURE “B”

THIS SHOULD NOT BE SUBMITTED ALONG WITH THE TENDER

General condition applicable to the disposal of items covered by Tender No. MD/SQ/SWS/DISP/04/15/REG/L Due on 20.03.2015 as follows:

1. **Filling of Tender Form**
   1.1 All quotations must be on the schedule to the Tender (Annexure-'A').
   1.2 Tenderer must quote their prices in the form of Demand Draft (DD)
   1.3 Tenders in sealed cover super-scribes with Tender No. and due date must be dropped in the Tender Box kept in the Materials Management Division or dispatched by Registered Post addressed to Dy. Registrar (MM), Materials Management Division, Indian Institute of Technology Bombay, Powai, Mumbai -400 076 so as to reach us before 1.00 P.M. on the due date i.e.20.03.2015
   1.4 In case the above day be declared a holiday for this Institute the offers shall remain for acceptance till the next working day up to 1.00 PM.
   1.5 Your offer shall be valid for 90 days from the date of opening of the tender.
   1.6 Unsigned Tenders, price not specified in figures and words and unauthenticated erasures, alteration or over-written figures may result in rejection of the quotations.

2. **Inspection of items**

   2.1 The items for disposal are offered on “As is where is basis.” The Tenderer who purchases tender forms will be taken in groups on 17th, 18th,19th March, 2015 between 11.00 AM to 4.00 PM ONLY for inspection of items Location : IIT Transport garage, Near Hostel No.8, IIT Bombay, Powai, Mumbai 400076 (listed in Annexure 'A'). Please contact Mr. M. Gangadharan Nair (Contact No.022-25769320 )

   2.2 Quotations will not be accepted without Inspection Certificate in given format.

   2.3 This tender form serves as an entry permit to the premises.

   2.4 Tenderer will be required to take delivery of the items at one time soon after the intimation of acceptance is received by them.

   2.5 The items are sold on the assumption that tenderer have inspected them, and know they are buying whether they have inspected or not no complaints will be entertained.
3. Payment towards Sales/Delivery

3.1 Bidder must submit the Demand draft of quoted price along with tender documents. Submit Demand Draft in the name of 'The Registrar, IIT Bombay' along with Tender documents. Contract will be awarded to the highest successful bidder.

3.2 IIT Bombay reserve the rights to cancel the tender process if tenderer quote less than our reserve price.

IIT Bombay may also go for manual forward auction for getting right price of scrap. In such case, all vendors who have submitted the bid will be allowed to participate and starting price will be our reserve price. Increment will be in multiples of Rs.5000/- within 5 minutes. Total bidding period will be 30 minutes.

3.3 Delivery order will be issued only after receipt of full payment even to the authorized representative, if desired by the Tenderer/Purchasers.

3.4 Delivery of the items are to be taken within 3 next working days after submission of 'De-Registration' Certificate. Available Documents will be provided for 'De-registration' only. There is no guarantee to provide each and every documents for the same. Material should be dismantled and broken into pieces at buyer's cost. Buyer has to submit 'De-Registration' certificate within 15 days from the date of payment. All charges for 'De-Registration' shall be borne by the Buyer. If he fails to do the same we shall forfeit bid amount from buyer and we shall award the tender to H2 bidder on above same condition.

3.5 The Purchaser has to arrange removal of items from foundation etc., wherever necessary and has to make all transportation, labour arrangement at his own cost, Purchaser have to pay compensation for any damage to any other instruments/Equipment during the process of delivery of sold items.

3.6 The items shall be remain in every respect at the risk of the purchaser from the date of issue of Letter of Acceptance of the tender. The Institute shall not be under liability for the safe custody.

3.7 Delivery of the items will be given in consultation with the concerned Department.

3.8 In case of taxes/duties are required to be paid against this transaction, the same will have to be paid by you directly to the concerned Govt. Authority.

4. Failure to take Delivery

4.1 If the delivery of the items are not taken on next day after issuing delivery order, Buyer have to pay Ground/Room Rent charges for delay. Ground/Room Rent charges shall be 2% of the bid value for per day. Any loss incurred will be recovered from the payment prejudice to any action the Director may take.
5. **Right of Accepting /Rejecting Offers.**

5.1 The Director of the Institute reserves the right of accepting or rejecting any offer for any item without assigning any reasons whatsoever nor he is bound to accept the highest offer.

6. **Decision in Case of Disputes**

6.1 In case of any dispute regarding the tender, the decision of the Director of the Institute will be final and legally binded.

7. Conditional offer will not be accepted.

8. **Schedule :**

<table>
<thead>
<tr>
<th>Tender No. &amp; Date</th>
<th>MD/SQ/SWS/DISP/04/15/REG/L. Due on 20.03.2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tender Submission Date</td>
<td>20th March, 2015 up to 1.00 pm.</td>
</tr>
<tr>
<td>Tender opening Date</td>
<td>20th March, 2015 at 3.00 pm</td>
</tr>
</tbody>
</table>

Materials Management Division
Indian Institute of Technology, Bombay
Powai, Mumbai - 400 076.
INSPECTION CERTIFICATE

I certify that I have personally inspected the all the scrap of disposal and submitting herewith the quotation considering scrap of as a single lot.

Authorized Signatory