



Government of India  
Ministry of External Affairs  
Establishment Division  
23-D, Janpath,  
New Delhi - 110011  
Tel: 011-49015121

**E-TENDER NOTICE FOR DISPOSAL OF OBSOLETE/UNSERVICEABLE/IRREPARABLE/BROKEN/SCRAP OFFICE FURNITURE ITEMS IN THE MINISTRY OF EXTERNAL AFFAIRS ON "AS IS WHERE IS" BASIS.**

Notice No: No.Q/OF/881/15/2017	Dated: 22/10/2018
<b><u>Important Dates</u></b>	
Publishing Date	22/10/2018 (1500 hrs)
Bid Document Download Start Date	23/10/2018 (1530 hrs)
Date and Time for Inspection of items along with pre-bid meeting	30/10/2018 and 31/10/2018 (1430 Hrs to 1600 Hrs)
Contact Person	Shri Ishwar Dass, AO(OF) Phone: 011-49015111, Intercom: 4013
Venue of Inspection	Basement (-2 level), Jawaharlal Nehru Bhawan, 23-D, Janpath Road, New Delhi
Bid Submission Start Date (online)	05/11/2018 (0900 hrs)
Bid Submission End Date (online) - Portal will not accept bids after closing time	26/11/2018 (1730hrs)
Date of Technical Bid Opening (online - participating bidders may wish to be present)	03/12/2018 (1100 hrs)
Date of Financial Bid Opening (online)	To be notified subsequently in due course
Venue for Opening of Bids	OF Section, Room No. 4010, A-Wing, Jawaharlal Nehru Bhawan, 23-D, Janpath Road, New Delhi-110011

The bid shall be submitted online only at Central Public Procurement Portal Website <http://eprocure.gov.in/eprocure/app>

**Manual bids shall not be accepted.**

(Nita Ghai)  
Under Secretary (OE, OF & OS),  
Ministry of External Affairs,  
ROOM NO. 4010, 'A' Wing,  
Jawaharlal Nehru Bhawan,  
23-D, Janpath, New Delhi - 110011,  
Tel No: 011-4901 5106  
E-Mail: [usse@mea.gov.in](mailto:usse@mea.gov.in) / [aofurniture@mea.gov.in](mailto:aofurniture@mea.gov.in)

**No.Q/OE/885/02/2017**  
**Government of India**  
**Ministry of External Affairs**  
**[Establishment Division]**

\*\*\*\*

Jawaharlal Nehru Bhawan,  
23-D, Janpath, New Delhi-1100011  
Tel: 011-49015106/49015121  
E-mail: [aooe@mea.gov.in](mailto:aooe@mea.gov.in)

**TENDER NOTICE**

**SUBJECT: E-TENDER NOTICE FOR DISPOSAL OF OBSOLETE/ UNSERVICEABLE/  
IRREPARABLE/ BROKEN/ SCRAP OFFICE FURNITURE ITEMS IN THE  
MINISTRY OF EXTERNAL AFFAIRS ON "AS IS WHERE IS" BASIS.**

I am directed to invite online tenders from the interested bidders for disposal of old obsolete/unserviceable/irreparable/broken/scrap office furniture items on "As is, where is" basis.

Complete list of furniture items is given in **Annexure 'A'**. These items are located in the basement store (-2 level), Jawaharlal Nehru Bhawan, Ministry of External Affairs, 23-D, Janpath Road, New Delhi - 110011.

**Technical Bid**

Scanned copies (only pdf) of the following should be uploaded online:-

1. Earnest Money Deposit amount of Rs.20,000/- (Rupees Twenty Thousand only) will be required to be submitted in the form of a Demand Draft/Pay order in favor of "**Pay & Accounts Officer, Ministry of External Affairs**" payable at New Delhi to the Contact Person in Page 1 and scanned copy of Demand Draft should be uploaded online.
2. PAN and GST Registration Certificate
3. Contact details (Address & Phone Numbers) of bidder
4. Affidavit stating that the Company/Firm/Agency/individual is/has not been blacklisted by Central/State Govt/PSU; Experience Certificate if any, of similar work in other Ministries/ Departments may be submitted along with bid.

**Financial Bid**

The financial bid should be quoted in format at **Annexure 'B'** (uploaded as BoQ format) and scanned copy must be uploaded. The quote should be both in figures and words along with PAN & GST No.

**General Terms and Conditions:**

1. Tender follows a two bid system: a) Technical Bids and b) Financial Bids.
2. The bids will be valid for 75 days from the date of opening of financial bids.
3. Experience certificate if any, of similar work in other Ministries/ Departments may be submitted along with technical bid.
4. The items shall be sold to the highest bidder as per the figures quoted in **Annexure 'A'**; GST as applicable at the time of disposal shall be charged extra and will be borne by the successful bidder.

5. The items will be disposed off on "AS IS WHERE IS" basis. Labour and transportation charges will be borne by the highest successful bidder. The employees of this Ministry are not eligible to take part in the bidding.
6. Incomplete quotations are liable to be rejected.
7. Bids received after the closing date shall not be considered.
8. Bids once submitted shall not be allowed to be withdrawn.
9. The bidders may inspect the items on predetermined dates specified in the tender and satisfy themselves about the items they are bidding for.
10. The quotation has to be given for all items mentioned in the list not in parts.
11. It will be the sole responsibility of the successful bidder to ensure the safety of the structure and other materials to save them from damage etc. at the time of removing, lifting carting the materials etc.
12. The EMD of the successful bidder shall be adjusted in the bid. The EMD of the unsuccessful bidders shall be returned within 90 days of the date of disposal, without any interest.
13. The successful bidder has to make full balance payment in the form of a Demand Draft/Pay order in favor of "**Pay & Accounts Officer, Ministry of External Affairs**" payable at New Delhi which should be submitted to the Contact Person of Notice inviting tender, within 7 working days after confirmation, failing which the offer will be cancelled and bid security shall stand forfeited.
14. Successful bidder will be allowed to lift the goods only after receipt of the written confirmation from P & AO, MEA of receipt of the balance amount of the bid.
15. The successful bidder shall be required to lift all the items from the basement store (-2 level), Jawaharlal Nehru Bhawan, Ministry of External Affairs, 23-D, Janpath Road, New Delhi-110011 to his premises within 15 working days after receipt of written confirmation. On failure to do so MEA shall have the right to forfeit the entire amount of the bidder.
16. No items, once disposed to the successful bidder, shall be taken back by MEA, in any condition whatsoever.
17. MEA reserves the right to accept or reject any/all bids without assigning any reason whatsoever.
18. **Settlement of Disputes & Arbitration:** All disputes, differences and questions arising out of or in any way touching or concerning this subject matter or the representative rights, duties or liability of the parties shall be referred to the sole arbitration of the Foreign Secretary, MEA or any person nominated by him. Arbitrations shall be in accordance with the Arbitration and Conciliation Act, 1996. The arbitrator shall be entitled to extend the time of arbitration proceedings with the consent of the parties. This shall be construed and governed by the Laws of the India and the parties hereby submit to the exclusive jurisdiction of the Delhi Courts of Law.

.....

**Annexure-A**

<b>List of Furniture items for Auction</b>				
<b>Sl.No.</b>	<b>Description of items</b>	<b>Quantity</b>	<b>Unit Value</b>	<b>Total Value</b>
1.	Three seater sofa	30		
2.	Two seater sofa	15		
3.	One seater sofa	70		
4.	Four seater sofa	01		
5.	Drawer	16		
6.	Wall Cabinet	19		
7.	Steel rack	03		
8.	Big Almirah	40		
9.	Medium Almirah	120		
10.	Small Almirah	07		
11.	Computer table	70		
12.	Office table	65		
13.	Reception table	01		
14.	Side table	12		
15.	File cabinet	28		
16.	Mid back chair	239		
17.	Visitor chair	65		
18.	Leather chair	19		
19.	High back chair	79		
20.	Pigeon box	02		
21.	File rack	20		
22.	Wooden Rack	11		
23.	Wooden Book Shelf	04		
24.	Encasement of fridge	07		
25.	Encasement of Almirah	08		
26.	Wooden Sofa	05		
27.	Table	61		
28.	Misc. items in Scrap	N/A		

**BID FOR OBSOLETE ITEM**

Name & Address of the bidder :  
(In Capital Letters)

Telephone No. :

Details of EMD : Draft/Pay Order No.: \_\_\_\_\_

I/We have inspected the obsolete furniture items lying in the basement store (-2), Jawaharlal Nehru Bhawan, Ministry of External Affairs, 23-D, Janpath Road, New Delhi-110011 and interested to purchase the same on "As is Where is basis"

My / our offer for the items is given below:

**Quote Rs.** \_\_\_\_\_

**GST/Other tax if any Rs.** \_\_\_\_\_

**Total Rs.** \_\_\_\_\_

**Rupees (In words)**

\_\_\_\_\_

I/We have gone through the terms and conditions given in the bid document and agree with the same. I/We understand that in the event of non compliance of the terms and conditions of the bid, my EMD shall be forfeited by MEA.

**(Signature of Bidder)**

**Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_