

BID DOCUMENT

FOR

DISPOSAL OF UNSERVICEABLE ITEMS

**Dr. Ambedkar Institute of Hotel
Management Catering & Nutrition Sector
42-D, Chandigarh**

Website www.ihmchandigarh.org

**DR. AMBEDKAR INSTITUTE OF HOTEL MANAGEMENT
CATERING & NUTRITION,
SECTOR 42-D CHANDIGARH-160036**

Tender Document

NO: IHM/ADM (IT)/2K23/3165
DATE: 26-12-2023

SUB: DISPOSAL OF OLD & UNSERVICEABLE/SCRAP ITEMS.

Sir,

Sealed Tender, on behalf of Principal AIHM, is invited for the disposal of following old & unserviceable/scrap items as on "**As is where is**" basis from the bidders registered with Pollution Control Board/Committee to handle such materials.

| Lot No. | Place of lot | Articles | Qty | EMD |
|----------------|---|--|---------------------------|------------|
| 1. | AIHM Catering & Nutrition, Chandigarh. | Old & unserviceable/scrap items. "As is where is & what is basis" | As per Annexure "B" | Rs 6,000/- |

| | |
|--|---|
| Date & Time for Inspection of Items | All working days between 28/12/2023 to 03/01/2024 between 10:00 AM to 12:00 Noon |
| Contact Person | Shri Hardeep Singh (Supervisor) & Shri Ratan Singh (Maintenance Foreman) |

BID FORM

Issued to _____

Date of issue _____

Cost of form Rs. 100.00 (Rupees One Hundred only) non refundable by Demand Draft/NEFT.

Name of work: Disposal of unserviceable items 'AS IS WHERE IS BASIS'

Last date of sale of Form : 04/01/2024 till 5.00 pm

Last date and time of receiving the bids : 05/01/2024 till 5.00 pm

Date and time of opening the bids : 08/01/2024 at 2.00 pm

Terms and condition:

1. Receiving and Opening of bids:
 - i. Last date and time of submission of quotation: & (EMD) Earnest Money Deposit up to 05/01/2024 upto 05:00 PM at A.I.H.M Chandigarh.
 - ii. Date and Time of opening of Bid: 08/01/2024 at 02:00 PM
2. The tender received after submission date and time shall not be considered at all.
3. Bidder must enclose copy of address proof (voter I-card/Aadhaar Card/Driving License etc.) and PAN card along with the bid- Annexure 'A' in the bid document.
4. **EMD i.e. Rs 6,000/-** (Rupees Six thousand only) be deposited through demand draft only in favour of **PRINCIPAL, DR. AMBEDKAR INSTITUTE OF HOTEL MANAGEMENT**. EMD except successful bidder will be refunded on receipt of request letter by the bidder. EMD of successful bidder shall be adjusted from the total payment.
5. In case of submission of bid personally the bid should be dropped in TENDER BOX, before closing date & time as per serial No.1, which is available at AIHM Reception. In case, the parties are interested to submit their quotation by Registered Post/Courier then the same should reach AIHM before the closing date and time. AIHM will not be responsible for receiving of late quotations due to postal delay or any other reason. The same will be returned in original un-opened condition to the Party.
6. The Tender are submitted by bidders through FAX, E-mail and in opened condition shall be rejected out rightly without assigning any reason.
7. The person authorized by the purchaser will be allowed to take delivery.
8. The address given in the tender shall be deemed to the Purchaser's address and correspondence sent on that address shall be considered to have been delivered to the purchaser. No claim will be entertained for the reason of forfeiture of the sum deposited in case the correspondence is returned back undelivered.
9. If any theft/fire/damage or any type of mis-happening occurs within the period of award of lot and removing of materials from AIHM premises the loss will be borne by the bidder. The Institute will not be responsible for loss, damage or deterioration of the material due to any cause, whatsoever within the said time.
10. The items will be disposed off in one LOT only.
11. The EMD should be deposited in the form of Bank Draft in favour of Principal, Dr. Ambedkar Institute of Hotel Management Payable at Chandigarh failing which the Bid will be summarily rejected.
12. The EMD and the price bid should be deposited in two separately sealed envelopes, one containing Earnest Money Deposit and other containing price bid. The envelope is clearly marked as EMD and price bid.

13. Envelope containing EMD will be opened first. Agencies who do not submit EMD in appropriate form, their price bids will not be opened.
14. Each page of tender document should be signed by the bidder(s).
15. Incomplete and unsigned overwriting in amount bids is liable to be rejected.
16. The Earnest Money of Tenders who's Bids is not accepted will be returned without any interest thereon after finalisation of the Bid.
17. Sealed bids shall be deposited on or **before 05-01-2024 till 05:00 PM** addressed to **Principal, Dr. Ambedkar Institute of Hotel Management, Sector 42-D, Chandigarh-160036**. No bid will be accepted after the due date and time due to any reason what so ever.
18. The highest bidder shall have to deposit 25% of the bid amount immediately on acceptance of the bid and balance amount within three days from the date of receipt of approval letter failing which bidders EMD may be forfeited. After the payment of full bid amount will be allowed to lift the items from the institute.
19. Institute will charge 1% TCS on taxable bill amount from registered bidders. If bidder is not registered under GST 2017 act, applicable GST will be deducted alongwith 1% TCS on bill. These charges will be in addition to bidding amount.
20. AIHM Chandigarh reserves the right to accept or reject any bid or all the bids without assigning any reason to the bidder(s).
21. The interested bidder may inspect the items at the Institute premises at Sector 42-D, Chandigarh on any working day till **03-01-2024** between 10.00 AM to 12.00 NOON. However, no claim whatsoever shall be entertained after opening of the bids.
22. The Successful shall submit an undertaking/certificate that E-Waste items of old/obsolete/unserviceable items will be stored/processed/disposed off as per rule of E-Waste (management and handling Rule) 2016 and hazardous waste Management Rule for destruction/disposal of hazardous waste as applicable.
23. The institute shall issue Gate Pass for taking out the material. Conditional bids will be summarily rejected.
I/We have read all the above terms and conditions and agree to the same hereby offer an amount for the unserviceable items as under:-

Principal

Annexure – ‘A’

Details of the Bidder

1. Name of Firm/Persons :-
2. Address of the Firm:-
3. Phone No./Contact Details:-
4. Proof of address: - **(Attach a copy of Voter id Card/Aadhar Card/Driving License/ Trade License etc.)**
5. Registration details from Pollution Control Board/Committee for disposal of e-Waste/Hazardous waste-(Attached copy of the same)
6. PAN No./TAN No./GST No.:- **(Attach Copy of the Same)**
7. Details of E.M.D :-

| Name of the Bank Issuing the Draft | Date | Draft No. | Amount |
|---|-------------|------------------|---------------|
| | | | |

Signature of Bidder

Annexure 'B'

Offer Rate

I/We have read all the above terms and conditions and agree to the same hereby offer an amount for the unserviceable items as under:-

| S.N. | NAME OF ITEM | QTY | Total Bidding Amount with G.S.T & T.C.S. |
|------|--|-----|--|
| 1 | Water Cooler SDLX8/120 (Blue Star) | 5 | |
| 2 | Fridge (300 Ltrs) | 2 | |
| 3 | Four Door Refrigerator | 2 | |
| 4 | Gyser Venus 25 Ltrs | 3 | |
| 5 | Fire Extinguisher ABC Type 5/6Kg | 22 | |
| 6 | Fire Extinguishers CO2 Type 4.5 Kg Cyliner | 2 | |
| 7 | Potato Peeler SS | 2 | |
| 8 | Fly Killer | 8 | |
| 9 | Electrolux Washer Extractor Model W33105N Front Loading 105 Kg Cap | 1 | |
| 10 | Hydro Extractor 7.5 Kg Model E-240 | 1 | |
| 11 | Electolux Tumble Dryer Model 4250 | 1 | |
| 12 | UPS Pulse (1KVA) | 1 | |
| 13 | Deskjet Printer HP3420 | 2 | |
| 14 | Deskjet Printer HP640C | 1 | |
| 15 | UPS APC 620VA | 3 | |
| 16 | Computer System Acer Power SD Sys | 10 | |
| 17 | Network Rack with Power Supply | 1 | |
| 18 | DOT Matrix Printer Epson LQ 1150 | 1 | |
| 19 | APC UPS Online 6KVA with Batteries | 2 | |
| 20 | PVC Chair without arms | 15 | |
| 21 | Office Chair with Arms | 12 | |
| 22 | Office chiar without Arms | 16 | |
| 23 | Revolving Chair with Cushion | 14 | |
| 24 | 3 Seater Chair | 4 | |
| 25 | 4 Seater Chair | 4 | |
| 26 | 3 Seater Chair | 4 | |
| 27 | Restaurant Wooden Chair | 30 | |
| 28 | Office Table | 11 | |
| 29 | Steel Almirah (Small) | 1 | |
| 30 | Bakery wooden Table | 7 | |
| 31 | Table Iron - Restaurant | 8 | |
| 32 | Diining Table - Restaurant | 8 | |
| 33 | Long Stool | 2 | |
| 34 | Chair (Blow Plast) withut Arms | 8 | |

Demand Draft No. _____ dated _____ for Rs. 6000/- is enclosed herewith as EMD. I, deposit approximately 25% of bid amount immediatly on acceptance of the bid and balance amount within three days from the date of receipt of approval letter failing which my EMD may be forfeited.

Signature of the Bidder

Name

Seal