



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector-16 C, Dwarka, New Delhi-110078, www.ipu.ac.in

Central Stores Department

IPU/AR(S)/2013/ 430

Date: 01.03.2013

To,


As per list Enclosed

Subject: QUOTATION FOR UNSERVICEABLE/CONDEMNED MATERIALS

The University proposes to dispose off the **old/used spare parts of University vehicles, old tyres & tubes and empty base of ink/toner cartridges** from the office premises of the University at Dwarka Campus, Delhi. The items are presently stacked in the Stores Branch and can be inspected on any working day with prior information. The Lists of these items are available with the Store Keeper as per the following details:

Sr. No.	Particulars	Qty./Weight (approx.)
1	Old/ Used spare parts of the University vehicles	200 Kg.
2	Old/Used tyres and tubes	42 Nos.
3	Empty/Condemned base of ink/toner cartridges	1740 Nos.


In case you are interested in purchase of these items, you are requested to submit your bid in the **format enclosed herewith** for each category of aforesaid items separately as per present market value in a sealed cover to the office of the Asstt. Registrar (Stores), Room No. 35, GGSIP University, Dwarka Sec-16C, New Delhi – 110078 latest by 01:00 pm on 22.03.2013 complete in all respects. The bid will be examined by the University at 03:00 pm on the same date. Any quotation received after 01:00 pm on 22.03.2013 shall not be considered.


Asstt. Registrar (Stores)

Encls: As above

Terms & Conditions :

- EMD of Rs. 500/- for the category of item as mention at Sr. No. 1 above and Rs. 1000/- for each category of items as mentioned at Sr. No. 2 & 3 above are to be deposited alongwith the quotations in the form of Demand Draft drawn in favour of Registrar, GGSIP University, Dwarka, New Delhi.
- The rates should be quoted in figures and words.
- Charges for transportation, handling, loading, unloading, weighing, etc, shall be borne by the successful bidder.
- The successful bidder will be responsible for collecting the materials from the University campus on his expenses within seven days from the date of the award of the aforesaid work falling which the earnest money deposited by the successful bidder shall be forfeited.
- 25% of the bid amount shall be deposited immediately by the successful bidder either in Cash in the Accounts Branch or by Demand Draft and the balance 75% shall be deposited before lifting the material. The Demand Draft be drawn in favour of Registrar, GGSIP University, Dwarka, New Delhi.
- The quotations received without EMD/other documents shall be summarily rejected.
- The EMD shall be refunded to the bidders whose offers are not accepted.
- The University reserves the right to cancel the disposal of above items/call the fresh quotations without assigning any reasons.
- For any unforeseen issues arising, and not covered by this NIQ, or in the event of differences of interpretation, the decision of the Vice-Chancellor of the University shall be final.
- All disputes are subject to the jurisdiction of the Delhi Courts only.


Asstt. Registrar (Stores)

FORMAT FOR INVITING QUOTATION

1. Name of the Dealer :
2. Address :
3. ID Proof (Attach copy) :
4. Rate quoted :

Sr. No.	Particulars	Qty. /Weight (approx.)	Unit	Rate	Amount (in figures)	Amount (in words)	Details of EMD
1	Old/Used spare parts of University Vehicles	200 Kg	Kg				Rs. _____ DD No. _____ Date: _____ Bank: _____
2	Old/Used tyres and tubes	42 Nos.	Lumpsum				Rs. _____ DD No. _____ Date: _____ Bank: _____
3	Empty/Condemned base of ink toner/cartridge	1740 Nos.	Lumpsum				Rs. _____ DD No. _____ Date: _____ Bank: _____
	Total						

Name _____

Signature _____

Date _____

Stamp _____