

CSIR-NORTH EAST INSTITUTE OF SCIENCE & TECHNOLOGY  
(Council of Scientific & Industrial Research)  
Jorhat (Assam)

**Tender Notice**

Tender no. 2/1/NEIST/S/2017-18

Dated : 28.05.2018

Tenders are invited on the behalf of the Director, CSIR –NEIST, Jorhat, Assam for the disposal through auction of **‘Unserviceable Apparatus, Equipments, Hardware, Electrical, Electronics, Tools, Computer and Accessories, Furniture, Fittings including scraps ,empties etc./Scarp in 1 Lot on “As is where is and what is basis”**

LOT No.	Description of LOT	Qty.
1.	Assorted items, like Apparatus, Equipments, Hardware, Electrical, Electronics, Tools, Computer and Accessories, Furniture, Fittings including scraps ,empties etc.	1 Lot

Tender Fee is Rs.200/= in the form of DD /Cash. EMD is 10% of quoted amount for the LOT. Last date and time for submission of bids is **18/06/2018** up to 2.30 PM ( IST ) along with stipulated EMD and same will be opened on **18/06/2018** at 03.30 PM ( IST) . For terms & conditions and other details please visit our website [www.neist.res.in](http://www.neist.res.in). Further amendment/modification, if any, will be hoisted on NEIST website only.

Director, CSIR- NEIST, Jorhat, Assam reserves the right to accept or reject any tender fully or partially without assigning any reason thereof.

(Please note that all the tenders are to be submitted at CSIR-NEIST, Jorhat, Assam)

Stores & Purchase Officer

**सीएसआईआर – उत्तर पूर्व विज्ञान एवं प्रौद्योगिकी संस्थान**  
**CSIR – NORTH-EAST INSTITUTE OF SCIENCE AND TECHNOLOGY**  
(Council of Scientific & Industrial Research)

**जोरहाट : JORHAT: असम: ASSAM**

No. 2/1/NEIST/S/2017-18

Date:

**TERMS & CONDITIONS**

1. The tender should be submitted in the 'Sealed Covers'.
2. The materials offered for disposal is on "AS IS, WHERE IS & WHAT IS BASIS" CSIR-NEIST, Jorhat, as per the details provided below in unpacked condition. GST & duties that may be levied by the govt. will be charged extra, as applicable, from the successful Highest Bidders.

CSIR-North East Institute of Science & Technology, Pulibor, A.T. Road, Jorhat-785006, Assam	LOT-1
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3. The Bidders may inspect the materials on any working days up to **17/06/2018 from 10.00 AM to 5.00 PM (IST) (Except during Lunch hours)** and on **18/06/2018 from 10.00 AM to 1.00 PM** to satisfy themselves about the quality and condition of the materials offered. No complaints what so ever will be entertained after the tenders are submitted or before or after the materials are lifted. No request for inspection after submission of the tender will be accepted.
4. The Bidders should clearly quote their rates **on LOT BASIS** as asked for both in figures and in words exclusive of any taxes and duties (without tax). Any overwriting in rates or any change and/or alteration without attestation is liable to culminate in the outright rejection of the tender.
5. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to above.
6. Tenders should be valid for a period of 30 (Thirty) days from the date of opening of the tenders.
7. **Earnest Money deposit equivalent to 10% of the amount quoted is to accompany the bids in the shape of valid Bankers Cheque/ Demand Draft/ cash receipt showing deposit of cash with the cashier, CSIR-NEIST. Tenders not accompanied by EMD will be rejected. No interest will accrue on the EMD so deposited. The EMD should be mentioned against each lot. EMD of unsuccessful bidders will be returned within 30 days after award of contract.**
8. The Balance amount besides the EMD already deposited by the successful bidder should be paid within 7 working days from the date of issue of award letter by Demand Draft/ Banker Cheque payable at par. **However, payment less than ₹ 50,000/- can be paid in cash with cashier CSIR-NEIST.** The Cash Receipt, will be presented to the Stores In-charge within 10 working days from the date of issue of award letter. The Purchaser is required to lift all the materials within 15 (Fifteen) working days otherwise the specified ground rent @ Rs. 0.5% of the quoted amount per day, subject to maximum 10% per lot will be charged from the purchaser. The material not so removed will be treated as abandoned lots and the EMD and other sums paid for the lot will be forfeited without any reference to the purchaser. For such abandoned lots, CSIR-NEIST reserves the right to re-sell without any claim on part of defaulting person/firm.

9. The materials will be allowed to be lifted between **10:00 AM to 5:00 PM (except during Lunch Time)** on any working days. No picking, Choosing or sorting will be allowed in the premises for the disposal lots.
10. The facility for weighing will not be provided at the site of the materials and the labour, transport, dismantling of machine and other arrangements will have to be made by the purchaser at their own risk, cost and responsibility.
11. The person authorized by the purchaser in writing will be allowed to take delivery only.
12. The Director, CSIR-NEIST reserves the right to withdraw from the sale of any materials or lots at any stage without assigning any reasons therefore.
13. The address given in the tender shall be deemed to be 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 reasons of forfeiture of the sum deposited in case the correspondence is returned back undelivered by postal department.
14. PAN/TIN number should be mentioned in Quotation and attachment of photocopy of the same is mandatory.
15. The tenders duly completed as per the instructions given herein must be delivered up to **18/06/2018 up to 2.30 PM** by post/courier or by hand positively in favour of

**The Director  
CSIR – NEIST  
JORHAT – 785 006  
ASSAM**

16. Tenders so received will be opened in the presence of the bidders, if any at **03.30 PM on 18/06/2018**
17. Tenders received after due date and time will be treated as delay/late tenders and will not be considered. CSIR-NEIST will not be held responsible for any postal delay.
18. Rates should be quoted as per Performa attached.

**NB: If any, holidays / closed day falls during the notified days, the process will be continued on next working day**

**Encl:** As above

Stores & Purchase Officer

**TENDER SUBMISSION FORM**

**From** : M/s. \_\_\_\_\_  
\_\_\_\_\_  
**To** : **The Director**  
**CSIR-NEIST**  
**JORHAT – 785 006.**  
**Sub** : Purchase of LOT Nos. \_\_\_\_\_

Dear Sir,

I/We hereby quote the rate (s) for the purchase of stores in the enclosed sheet as per your Tender Notice No. 2/1/NEIST/S/2017-18

**Following details are furnished**

1. Name of the Firm: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Nature of business: \_\_\_\_\_
4. Earnest Money: (1)DD/BC/Cash Receipt No. \_\_\_\_\_ dated \_\_\_\_\_  
(2)  
(3)
5. PAN/TIN/GST No. : \_\_\_\_\_
6. If the Firm is exempted from the payment of GST, the certified copies to be enclosed:  
\_\_\_\_\_

**Declaration by the Purchaser/Bidder**

I/We hereby accept and agree to abide by the Terms and Conditions laid down by the Director, CSIR-NEIST, Jorhat, ASSAM for the disposal of the said item as contained in the Tender document for Tender Notice No.: 2/1/NEIST/S/17-18

Yours sincerely,

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

Dated: \_\_\_\_\_

For and on behalf of

M/s. \_\_\_\_\_

**PROFORMA FOR QUOTING RATES**

Rate Quoted By M/s. \_\_\_\_\_

Sr. No.	Lot Description	Rate offered in Rupees without VAT.		EMD @ Rs. 10%
		Rs. In Figures	Rs. In Words	
<b>LOT-1</b>	Assorted items , like Apparatus, Equipments, Hardware, Electrical, Electronics, Tools, Computer and Accessories, Furniture, Fittings including scraps ,empties etc. (CSIR-NEIST, Jorhat)			

- Please mention the EMD amount in EMD column.
- Please quote rate without GST. Rates inclusive of GST should be avoided. Accordingly GST will be Extra as applicable.

For and on behalf of

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

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

M/s. \_\_\_\_\_

Phone/ Mobile No.

CSIR-NORTH EAST INSTITUTE OF SCIENCE & TECHNOLOGY  
(Council of Scientific & Industrial Research)  
Jorhat (Assam)

**Tender Notice**

Tender no. 2/1/NEIST/S/2017-18

Dated : 21.05.2018

Tenders are invited on the behalf of the Director, CSIR –NEIST, Jorhat, Assam for the disposal through auction of **Unserviceable Items/Scarps in 1 Lot on “As is where is and what is basis”**

Tender Fee is Rs.200/= in the form of DD /Cash. EMD is 10% of quoted amount for the LOT. Details can be seen and downloaded from our website [www.neist.res.in](http://www.neist.res.in).

Stores & Purchase Officer