



KNC/2019/ 396

Date :13.08.2019

**TENDER NOTICE**


Sub:- Sale of Old College Van-regarding.

It, is proposed to sell of the following Old College Van "as it is where is basis"

Sr. No.	Registration No.	Model	Make	Category	Fuel
1.	DL-1 VA 4152	2003	TOYOTA KIRLOSKAR MOTOR LTD.	Qualis	Diesel

1. Sealed tenders are invited for the disposal of the aforesaid vehicle on the terms and conditions mentioned below. Interested bidder/persons to buy the aforesaid College Van are required to submit their highest tenders in the enclosed proforma. through **Registered/Speed post/courier only (Quotation delivered by hand will not be accepted)** addressed to the Principal, Kamala Nehru College (University of Delhi), August Kranti Marg, New Delhi-110049 upto 30.08.2019 on 5:00 p.m.. The vehicle is available for inspection from 11.00 AM to 4.00 PM at all working days from 16.08.2019 to 30.08.2019.
2. The Interested bidders/persons may submit their bids application along with an Earnest Money Deposit of Rs. 4,000/- by way of Demand Draft in favour of "**Principal, Kamala Nehru College, New Delhi**".
3. The tenders received in time will be opened in the Committee Room of the College. The Bidders or their representative (not more than one) may be present. if they so desire, at the time of opening of tenders.
4. The sale will be governed by the following conditions:-
  - (i) The successful bidder will be required to deposit the balance bid amount after deducting earnest money of Rs. 4,000/- by Demand Draft in favour of "**Principal, Kamala Nehru College, New Delhi**".
  - (ii) The delivery of the sold vehicle will be given only after the successful bidder submits documentary evidences in support of residential status (attested copies of Aadhar Card, Driving Licence, Voter I Card in case of individual and Registration Certificates in case of firms etc.)
  - (iii) The sold vehicle shall have to be removed by the successful bidder immediately at his own expenses.

- (iv) The vehicle will be disposed off on "as is where is basis" and no guarantee for its worthiness or quality will be given by this Office.
- (v) The successful bidder will also be responsible for getting the Registration certificate of the vehicle transferred in his name at his own cost expeditiously. The office will not be responsible for any lapse on his part in this regard.
- (vi) The successful bidder shall not be allowed to withdraw his bid, failing which his earnest money will be forfeited.
- (vii) The College reserves the right to accept or reject any/all of the tenders without assigning any reason.

  
16/8/19  
**Dr. Kalpana Bhakuni**  
Principal (Officiating)

**Copy to:-**

1. Website of Kamala Nehru College.
2. Display on College Notice Board.
3. Website of University of Delhi.

**PROFORMA FOR OFFERING RATES FOR DISPOSAL OF OLD COLLEGE VEN**

NAME OF THE BIDDER	
ADDRESS	
TEL./MOB. NO.	

Address should be complete and supported with the proof (attested copies of Aadhar Card, Driving Licence, Voter I Card in case of individual and Registration Certificates in case of firms etc.). The bidder should always be available for receiving communications at the given address.

I / we submit my / our highest quotation for the said Old College Ven offered for sale by the Kamala Nehru College.

Sr. No.	Registration No.	Model	Make	Category	Fuel	Amount of Figure and words
1.	DL -1VA 4152	2003	TOYOTA KIRLOSKAR MOTOR LTD.	Qualis	Diesel	In Figure Rs..... ..... In Words Rs..... .....

2. I / we may have very carefully read the term and conditions of this offer, particularly, regarding earnest money, and agree to abide by these in letter and spirit. The decision of the Principal, Kamala Nehru College, on any dispute arising out of the offer shall be binding on my / us.

3 I / we agree to the forfeiture of the earnest money if I / we fail to comply with all or any of the term and conditions in whole or in part as laid down in the tender enquire letter No. KNC/2019/..... dt. .... which would constitute and have force of a contract between me/us and the Principal, Kamala Nehru College (University of Delhi), if I / we am / are declared a successful bidder.

4. I / we hereby undertake that the vehicle will be used for bonded/lawful purpose only.

Place: - .....

Signature

Date:- .....

Name

**BID SUBMISSION**

A. "Bid" shall be submitted as per Annexures

- Annexure-I (Company Profile)
- Annexure-II (Tender Acceptance Letter)
- Annexure-III (Format for Financial Bid Submission)
- Annexure-IV (Authorization Certificate from Manufacturer/Principle Firm)
- Annexure-V (Certificate of Manufacturer/Principle Firm)
- Annexure-VI (FORMAT FOR RTGS/NEFT/ECS)

B. General Instructions  
C. Terms & Conditions

S.No.	Description
1	Status of the company (Prop. Pvt. Public Ltd)
2	Listing Address
3	Telephone and Fax number
4	E-mail id and Website address of the Company if any
5	Year of registration of the company
6	GST No. (Proof enclosed)
7	FAN No. (Proof enclosed)
8	KVICIS No. (Proof enclosed) if applicable
9	Are you a manufacturer or authorized dealer?

I/we agree to abide by all the terms & conditions mentioned in the above and further undertake that details of mandatory profile given above will be true and correct.

Date / Name & Designation

Place

(Company Seal)

**ANNEXURE-I**

**Company Profile**

Details filled in this form must be accompanied by sufficient documentary evidence, in order to verify the correctness of the information.

S.No.	Description	Details
1	Name of the Company/Firm	
2	Status of the company (Prop./Pvt./Public/Govt.)	
3	Mailing Address	
4	Telephone and Fax numbers	
5	E-mail Id and Website address of the Company, if any	
6	Year of registration of the Company	
7	GST No. (Proof enclosed)	
8	PAN No. (Proof enclosed)	
9	ISO/ISI No. (Proof enclosed), if applicable	
10	Are you manufacturer or authorized dealers?	

I/we agree to abide by all the terms & conditions mentioned in the tender and further undertake that details of company profile given above with proof are correct & true.

(Signature)

Date :( Name & Designation).....

Place:

(Company Seal)

[Note: The format may be printed on the letter head of the firm and attached with page numbering]

TENDER ACCEPTANCE LETTER

To,

..... all the terms & conditions of Tender for Ref. No. ....  
.....  
.....

**Sub: Acceptance of Terms & Condition of Tender.**

Tender Reference No: ..... dated .....

For procurement of .....

Dear Sir,

- 1) I/We have downloaded/obtained the tender document(s) for the above mentioned material(s) as per your e-tender notified on the websites namely [www.knc.edu.in](http://www.knc.edu.in) and [procure.gov.in](http://procure.gov.in) and [du.ac.in](http://du.ac.in).
- 2) I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_ to \_\_\_\_ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby by the terms / conditions/ clauses contained therein.
- 3) The corrigendum(s) issued from time to time by your department / organization too has also been taken into consideration, while submitting this acceptance letter.
- 4) I/we hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirely.
- 5) I/we do hereby declare that our firm has not been blacklisted/ debarred by any Govt. Department/Public Sector undertaking.
- 6) I/we certify that all information furnished by our Firm is true & correct and, in the event, that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason thereof can summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full earnest money deposit.

Firm GS: N.

Date  
Place

Yours faithfully  
(Signature of the Bidder, with Official Seal)

**Note: The format may be printed on the letter head of the firm/service provide.**

**FORMAT FOR FINANCIAL BID SUBMISSION**

I/We, ..... (authorised person/s of the firm) carefully read, understand and accept all the terms & conditions of the Tender No. **Ref. No.** ..... **Dated** ..... floated by Kamala Nehru College, University of Delhi, Delhi-110049. I/We am/are submitting herewith our rates for the following items:-

Sr. No.	Registration No.	Model	Make	Category	Fuel	Amount of Figure and words
I.	DL -IVA 4152	2003	TOYOTA KIRLOSKAR MOTOR LTD.	Qualis	Diesel	In Figure Rs..... ..... ..... In Words Rs..... ..... .....
					<b>Total</b>	
					<b>Less Discount @ ...% (if any)</b>	
					<b>Total</b>	
					<b>Add GST @ ...%</b>	
					<b>Net Total</b>	

In words (Grand Total Rupees).....

Firm GST No. ....

Date:

Place:

Authorized Signatory  
Seal of the Firm

**Note: The format may be printed on the letter head of the firm/service provide.**

ANNEXURE – IV

Authorization Certificate from manufacturer/principal firm on their letterhead in favour of bidder

To,

The Principal  
Kamala Nehru College,  
University of Delhi,  
Delhi – 110 049.

Subject: -  
.....

Ref.:- .....

Dear Sir,

We hereby certify that M/s .....  
located ..... at

..... is our Authorized Distributor/Dealer for the product(s) for which Kamala Nehru College has invited Tender on the subject above. Further, M/s ..... is authorized to participate in tenders, quote, negotiate & raise invoice of these goods/services on our behalf. This authorization is valid upto ..... after which it is subject to renewal.

(Name & Designation)

(Name & Designation).....

Yours faithfully,  
(Signature)

(Company Seal)

Date:

Place:



**ANNEXURE – V**

**(Note: This certificate should be on the letter-head of the manufacturer/principle firm concern, and should be duly signed by an authorized person)**

**Manufacturing/Proprietary Certificate**

Ref: No. ....

Date.....

To  
The Principal  
Kamala Nehru College,  
University of Delhi,  
Delhi – 110049.

Subject: .....

Tender No. ....

Dear Sir,

We, M/s ..... who are a proven and reputable manufacturer of ..... products, having factories at ..... do confirm that the following items are the proprietary goods manufactured by us:

.....  
.....  
.....

(Name & Designation).....

Yours faithfully,  
(Signature)

(Company Seal)

Date: .....

Place: .....

EQUAL DECISION-MAKING AUTHORITYFORMAT FOR RTGS/NEFT/ECS

<b>Name of the Firm/Supplier/Vendor Address</b>		
<b>Particulars of Bank Account</b>		
(A)	Name of the Bank	
(B)	Name of the Branch and Address	
(C)	Telephone Number	
(D)	E-mail	
(E)	9 Digit Code Number of the Bank and Branch appearing on the MICR Cheque issued by the Bank	
(F)	Type of the Account	
(G)	RTGS/IFSC/NEFT Code of the Branch of the Bank	
(H)	Account Number (as appearing on the Cheque Book)	
(I)	Whether the Branch is Computerized?	
(J)	Is the Branch is also NEFT Enabled?	

I hereby declared that the particulars given are correct and complete.

Authorized Signatory with Rubber Stamp.

### FINAL DECISION-MAKING AUTHORITY

The Principal of the College reserves the right to accept or reject any bid and to annul/cancel the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders. No claim whatsoever will be entertained/paid by the Institute to the bidder(s).

### REJECTION OF TENDER

- 1) If the bidder proposes any alteration in or additions to the prescribed form of tender or any conditions mentioned, etc., tender is liable to be rejected.
- 2) If the signed acceptance letter is not submitted by the bidder, tender is liable to be rejected.

### TERMS OF PAYMENT

**PAYMENT MODE:** After the issue of Purchase Order, the firm has to submit the bill in duplicate. The Payment will be released through RTGS / NEFT/Cheque as such participating firms are requested to submit bank details for this purpose on prescribed format.

### PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

### TERMS AND CONDITIONS

1. (a) Price quoted for the material/equipment shall be firm and **valid for 90 days** from the date of opening.  
(b) The material/equipment offered shall conform to relevant Indian/International standards.
2. Delivery shall be essentially at Kamala Nehru College.
3. The vendor/bidder shall ensure to supply the material of latest manufacturing date and maximum expiry period. Principal reserves the right to reject the sub-standard material(s) and lesser expiry period of material(s).

4. Rate offered must be for metric system of unit lengths or volume or weight.
5. The bid shall be complete in all respects and the firms shall give the brand name offered by item in the bid. Wherever application, technical literature may please be enclosed alongwith tender.
6. Principal reserves the right to increase the quantity mentioned in this tender and Principal reserves the right to split this tender and place order on one or more tenderers and the right to reject partly or completely any tender without assigning any reasons thereof.
7. No claim of insurance is admissible. Supply shall be effected either at Transporter's risk or railway or supplier's risk.
8. Payments will be made within 30 days of receipt of material in good working condition at site, i.e. at Kamala Nehru College and after submission of all necessary documents required for payments.
9. The certificates obtained from any authorized testing agency from manufacturer shall be submitted free of cost wherever required by us.
10. Material/equipments shall be guaranteed for the minimum period of **one year** for satisfactory performance, workmanship and for the quality of material/equipment supplied by the firm from the date of delivery.
11. All taxes/duties should be clearly mentioned in the tender.
12. **ELECTRICALS:** All electrical materials/equipment should be suitable for operation on 230v. 50 cycles, single phase AC and must be tropicalised for Indian Conditions wherever applicable.
13. **AFTER SALES SERVICE:** The offer shall clearly state full details of the service after sales facility available for the materials/equipment. The details shall include & qualification of service personal stationed at the service centre, response time in case emergency, availability of spares, etc. The offer shall also give the amount and other terms & conditions for annual service contract of the equipment/material after the expiry of the guarantee/warrantee period wherever applicable.
14. **PACKING:**
  - (a) The materials/equipment shall be packed suitably for dispatch direct to Kamala Nehru College at Supplier's expenses and tenderer shall be responsible for any damage during transit wherever applicable.
  - (b) External damages or shortages that are prime facia the results of rough handling in transit or due to defective packing will be intimated within a fortnight of the receipt of materials/equipments wherever applicable.
  - (c) Internal damages or shortage of integral parts which cannot ordinarily be detected on superficial visual examination due to bad handling in transit or defective packing would be intimated within two months from the date of receipt of the articles. In either case, the damaged or defective materials/equipment shall be replaced by the supplier free of cost.

15. **LOSS OR DAMAGE:** If during the period of supply it is found that the goods already supplied are defective in materials or workmanship or do not conform to the specification or unsuitable for the purpose for which they are purchased, then it will be open to the purchaser either to reject the goods and repudiate the purchase or the purchaser may suffer on that account or require the seller for replacement of goods at free of cost.

16. **TEST CERTIFICATES:** Test shall be carried out as per relevant standards before dispatch by the supplier at his expense and test certificates shall be submitted for approval of the Kamala Nehru College, New Delhi. The offer shall include a list of addresses of users of similar materials/equipment with other references wherever applicable.

17. **JURISDICTION FOR DISPUTES:** In all disputes the decision of the Principal, Kamala Nehru College, University of Delhi, Delhi shall be final, conclusive and binding on the supplier/tenderer. All disputes shall be subject to the jurisdiction of the courts in the city of Delhi, India.

18. **DEVIATIONS:** Deviations if any from the specifications given which provide for improvement in the functioning of the equipment will be accepted. Such deviations and their advantages shall be clearly brought out in the tender wherever applicable.