



Advertisement No. IIT(BHU)/IPCell/e-Auction/2023-24/511

Dated: 19th Oct. 2023

TENDER DOCUMENT *(e -Procurement)*

**AUCTION FOR UNSERVICEABLE STORES/GOODS LYING AT SHREENIVAS
DESHPANDE LIBRARY AND VARIOUS DEPARTMENTS OF IIT (BHU)**



Issued on:

19th Oct. 2023

INSTITUTE PURCHASE CELL
INDIAN INSTITUTE OF TECHNOLOGY
(Banaras Hindu University)
VARANASI-221005
INDIA

INVITATION FOR BIDS
Notice Inviting Tender (NIT)

INDIAN INSTITUTE OF TECHNOLOGY
(BANARAS HINDU UNIVERSITY)
INSTITUTE PURCHASE CELL
VARANASI-221005

e-Procurement Notice

Ref. No. : IIT(BHU)/IPCell/e-Auction/2023-24/511

Dated : 19th Oct. 2023

Online tenders are hereby invited in **single cover system** for;

Auction for Unserviceable Stores/Goods Lying at Shreenivas Deshpande Library and various Departments of IIT (BHU)

Bidders can download complete set of bidding documents from e - procurement Platform <https://eprocure.gov.in/eprocure/app> 20.10.2023 onwards. Bidders need to submit the bids online for the interested lots by uploading all the required documents through <https://eprocure.gov.in/eprocure/app>.

Last Date/ Time for receipt of bids through e-procurement is: 03.11.2023 upto 04:00 PM. (Server time).

For further details regarding Tender Notification & Detailed terms & conditions, please visit website: <https://eprocure.gov.in/eprocure/app> and www.iitbhu.ac.in.

CRITICAL DATE SHEET

Published Date	20.10.2023 (05.00 PM)
Bid Document Download Start Date	20.10.2023 (05.00 PM)
Clarification Start Date	20.10.2023 (05.00 PM)
Clarification End Date	26.10.2023 (05.00 PM)
Bid Submission Start Date	20.10.2023 (05.00 PM)
Bid Document Download End Date	03.11.2023 (04.00 PM)
Bid Submission End Date	03.11.2023 (04.00 PM)
Bid Opening Date	06.11.2023 (04.00 PM)
Bid opening venue	Meeting Room (Ground Floor) of the Administrative Building of IIT(BHU)

SCHEDULE OF TENDER

1	Auctioneer Name	Registrar Indian Institute of Technology (Banaras Hindu University) VARANASI-221005 Website – www.iitbhu.ac.in Email – deputy.registrar@iitbhu.ac.in , ipcell@iitbhu.ac.in
2	Auction Schedule	Last date for submission of online bid is 03.11.2023 at 16.00 Hrs.
3	Inspection	For inspection of various lots, the bidders are advised to contact in the office of the I.P. Cell between 11.00 Hrs.to 13.00 Hrs.on any working day from 20.10.2023 to 30.10.2023
4	Annexure	<input type="checkbox"/> Notice Inviting Tender (NIT) – Annexure – I <input type="checkbox"/> Schedule of Tender – Annexure – II <input type="checkbox"/> E.M.D. – Annexure – III – Declaration Regarding Clean Track by Bidder – Annexure IV – List of Documents Enclosed – Annexure – V <input type="checkbox"/> Letter Submitting Offer/Bid/Tender – Annexure – VI <input type="checkbox"/> Terms & Conditions of Sale – Annexure – VII – Price Bid related to lot no. (location wise) : 1 to 7 (The bidders are advised to inspect the site before submitting their offer“ AS IS WHERE IS” AND “WHAT IS BASIS”) – Annex-VIII
5	Special Instructions	Bidding in the last minutes and seconds should be avoided.
6	EMD	In the form of Fixed Deposit Receipt (F.D.R.) in favor of the Registrar, IIT(BHU)) to be submitted with the offer as per Sl. No. 10.
7	Cost of Tender documents	FREE OF COST (can be downloaded from the website)
8	Tender Processing Fee	Rs. 1,180/- (To be paid through RTGS/NEFT) as per the following details: Name of Account - Registrar, IIT(BHU) Name of the Bank - State Bank of India Name of Branch - IT BHU, Varanasi Account No. - 32778803937 IFSC Code - SBIN0011445 The proof of payment must be enclosed with Technical Bid.
9	Important Instruction	The bidders are also instructed to deposit the EMD in the form of FD/DD Deposit Receipt necessarily along with their offer, failing which offer will not be considered. However, the same shall be returned after finalization of the contract to unsuccessful bidders or the same may be adjusted with the award value in case of successful bidder.
10	Reserve Price & E.M.D.	As per Annexure III

Name of the Department / Unit / School / Unit / Office:

Sl. No.	Location	Lot No.	E.M.D. (Rs.)
1.	General Scrap items & E-waste at Shreenivas Deshpande Library, IIT(BHU)	Shreenivas Deshpande - 01	60,000/-
2.	General Scrap items at Main Workshop, IIT(BHU)	Main Workshop - 01	10,000/-
3.	General Scrap items & E-waste at School of Material Science and Technology, IIT(BHU)	SMST - 01	1,000/-
4.	General Scrap items & E-waste at Training & Placement Cell, IIT(BHU)	TPO - 01	700/-
5.	General Scrap items at Department of Ceramic Engg., IIT(BHU)	Ceramic Engg. - 01	5,000/-
6.	General Scrap items & E-waste at Department of Mining Engg., IIT(BHU)	Mining Engg. - 01	65,000/-
7.	General Scrap items & E-waste at Super Computing Centre, IIT(BHU)	Super Computing Centre - 01	35,000/-
Total			1,76,700/-

**DECLARATION REGARDING CLEAN TRACK BY
BIDDER**

(on Company's / Firm's letterhead)

Date:

The Registrar,
Indian Institute of Technology
(Banaras Hindu University)
Varanasi – 221 005

Sir,

Re.: Tender Enquiry No.: IIT(BHU)/PCell/e-Auction/2023-24/511 Dated : 19th Oct. 2023 for Auction for Unserviceable Stores/Goods Lying at Shreenivas Deshpande Library and various Departments of IIT (BHU) in shape of Lot Nos.

I/we carefully gone through the Terms & Conditions contained in the above referred Tender Document. I/we hereby declare that my company / firm is not currently debarred / blacklisted or no legal case pending by any Government / Semi Government Organizations / Institutions in India. I/we further certify that I am competent officer in my company / firm to make this declaration.

(NOTE: In case the company / firm was blacklisted/debarred previously, please provide the details regarding period for which the company / firm was blacklisted and the reason(s) for the same)

Yours faithfully

(Signature of the Bidder)

Name

Designation.....

Seal

LIST OF DOCUMENTS ENCLOSED

(on Company's / Firm's letterhead)

ANNEXURE-V

Date:

The Registrar,
Indian Institute of Technology,
(Banaras Hindu University)
Varanasi – 221 005

Sir,

Re.: Tender Enquiry No.: IIT(BHU)/IPCell/e-Auction/2023-24/511 Dated : 19th Oct. 2023 for Auction for Unserviceable Stores/Goods Lying at Shreenivas Deshpande Library and various Departments of IIT (BHU) in shape of Lot Nos.

I/we are enclosing following documents:

- | | |
|--|----------|
| 1. Non – refundable Tender Processing Fee of Rs. 1,180/- | YES / NO |
| 2. Earnest Money Deposit (EMD as illustrated below; | YES / NO |

Sl. No.	Location	Lot No.(s)	E.M.D. (F.D.R. No. & Date)	Bank
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				

- | | |
|---|----------|
| 3. GST registration certificate | YES / NO |
| 4. Documents regarding existence and registration of the firm | YES / NO |
| 5. PAN Card | YES / NO |
| 6. Declaration regarding Clean Track Record (Annexure – IV) | YES / NO |
| 7. Price Bid (BOQ). However, the same will be uploaded on e-Procurement Portal. | YES / NO |
| 8. The bidder company/Firm/Agency should have been registered under the law as applicable to remove the scrap. Attach signed and stamped copy as proof of the same. | YES / NO |

Yours faithfully

(Signature of the Bidder)

Name

Designation.....

Seal

LETTER SUBMITTING OFFER/BID/TENDER ON THEIR OWN PAD**Dated:****The Registrar**

Indian Institute of Technology
 (Banaras Hindu University)
Varanasi-221005

Dear Sir,

1. With reference to your Notice inviting Tender for various condemned items (Lot No: 1 to), I / We do hereby submit the lot-wise offer to purchase the same as mentioned in the tender document.
2. I / We have seen/inspected the lots to be purchased and read the general terms and conditions carefully as mentioned in the tender document. I/We, hereby unconditionally agree to confirm with and to be bound by the said conditions.
3. I / We have enclosed the Earnest Money Deposit (EMD) i.e. Rs..... by F.D.R. No:..... Dated and Rs. 1,180/- for Tender Processing Fee through NEFT/RTGS, as sought.
4. I / We do hereby agree that the EMD shall be forfeited by the IIT(BHU) in the event of my / our tender is accepted and I / we fail to make payment of the initial deposit as per terms & conditions by any reason whatsoever.
5. I/We further declare that I/we intend to purchase the condemned items in question at my / our own risk and that the information revealed by me/us in the Tender Document is true and correct to the best of my/our belief. I / We agree that if any of the statement/information revealed by me/us is found to be incorrect and/or untrue, the quotations submitted by me/us is liable to be cancelled and in such case, the Earnest Money Deposit paid by me/us are liable to be forfeited by the IIT(BHU).
6. If I/we am/are not able to complete the transaction within the time limit specified in the offer letter for any reason whatsoever and/or fail to fulfill any/all the terms and conditions of the quotations and offer letter, the Earnest Money Deposit and any other amounts paid by me/us along with the quotations and thereafter, are liable to be forfeited by the bank and that the IIT(BHU).
7. I/We have inspected the lot before making the above offer; the decision of the IIT(BHU) on any dispute arising out of the offer shall be binding on me/us.

Yours faithfully,**Signature of the Bidder**

Name of the bidder.....

ADDRESS:

(1) OFFICE:

(2) RESIDENCE:

TEL No.: Office..... Residence

FAX No.:

E-mail ID:**Mobile No. :****(Mandatory)**

TERMS & CONDITIONS OF SALE

1. Online tenders, in single-bid system, are invited for auction of unserviceable materials (both general scrap items and e-waste) on AS IS WHERE IS AND WHAT IS basis with related terms and conditions.
2. Bidders would be required to register on the Central Public Procurement Portal at www.eprocure.gov.in, using a valid Digital Signature Certificate (DSC) and valid email address to be able to participate in the bidding process. On registration with the Portal, they will be provided with a user id and password by the system through which they can submit their bids online.
3. Digital Signature Certificate (DSC) may be obtained from any authorized agencies registered with the Certifying Authority (CA), through National Informatics Center (NIC) in India.
4. Bidders can download the bid document from Central Public Procurement Portal website at www.eprocure.gov.in Bidders are required to submit the bid online by scanning and uploading all the relevant documents through www.eprocure.gov.in.
5. The bidder is requested to see all the items before quoting the price on any working day between 11.00 am to 01:00 pm.
6. It is the responsibility of the bidder to assess the items properly before quoting the rate. No. further claims will be entertained after opening of the bids.
7. The tenderer should quote the rate for all the scrap materials. Partial quoting will be strictly rejected.
8. The rate quoted should be at least more than the book value.
9. The highest quote (H1) on overall price will be considered.
10. GST 18% will be applicable over the H1 quoted rate.
11. The scrap items will have to be removed from this office premises within 20 working days after making payment of full tender value.
12. No enquiry of bidder shall be entertained once the material is lifted by them.
13. All labours, tools and equipment for loading the items from IIT(BHU) Varanasi shall be at the cost of the buyer. However, electric power and water shall be provided free of charge at one nearest possible point, if required subject to availability.
14. The personal deployed for disposal action (job) shall strictly obey the safety rules in force while working in this office.
15. The job shall be done without damaging/roads/drains/etc. The buyer shall make good the damages, loss etc. in the event of any occurrence otherwise.
16. The bidder will not be permitted to sort out the materials. The entire lot should be cleared as directed by the officer in charge.
17. No other material should be removed from the site.

18. If the successful tenderer fails to remove the items within the twenty days, a penalty @ Rs. 1000/- plus GST per day per lot will be levied.
19. The decision of the Director, IIT(BHU) will be final in all matters.
20. IIT(BHU) reserves the right to cancel the tender at any stage without assigning any reason.
21. The Director, IIT(BHU) is the final authority to decide whether to award the contract or not in case, the quoted amount is not above the fixed price.
22. Disposal of Electronic items should be disposed as per the norms of Central/State Pollution Control Board.
23. In the event of any dispute or difference arising under these conditions or any special condition of contract or in connection with this contract, the same shall be referred to the court of law under jurisdiction of Varanasi District.
24. The Scrap items may be increase or decrease.
25. Tender document can also be downloaded from the Institute website at www.iitbhu.ac.in. For further details regarding Amendment/Addendum / Extension, please visit website: www.eprocure.gov.in or www.iitbhu.ac.in.
26. While submitting the bids online, the bidder shall read the terms and conditions and may accept the same to proceed further to submit the bid packets.
27. Tenderer should sign in all the pages of the tender document.
28. The bidders are advised to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission due date and time (as per Server System Clock). The TIA shall not be held responsible for any delay or the difficulties faced during the submission of bids online by the bidders.
29. The time settings fixed in the server site and displayed at the top of the tender site, shall remain valid for all actions of requesting, bid submission, bid opening etc., in the e- Tender system. The bidders should follow such time during bid submission.
30. All the data being entered by the bidders would be encrypted using Public Key Infrastructure (PKI) encryption techniques to ensure the secrecy of the data. The data entered is not retrievable by unauthorized persons during the bid submission and until the time of bid opening by any person.
31. Any bid document that is uploaded to the server is subject to symmetric encryption using a system generated symmetric key. Further, this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
32. The confidentiality of the bids is maintained with the use of Secured Socket Layer (SSL) 128 bit encryption technology. Data storage encryption of sensitive fields is done.
33. The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) exit option in the browser. The interested bidders can bid for both (general scrap and e-waste) items or for either one of them also, as per their choice. However, for e-waste items only registered e-waste collection centres, registered dismantlers or re-cyclers are

eligible for bid. For e-waste items bidders must submit a notarized copy of the valid registration certificates issued by the Central Pollution Control Board (CPCB) / State (or Union Territory) Pollution Control Board (SPCB) and produce it at the time of lifting of the materials, failing which their bid will be liable for rejection. In case of a sale involving inter-state movement of goods, the buyer shall take No Objection Certificate (NOC) from the concerned SPCB, with whom the buyer is registered before taking delivery, failing which the buyer will be held responsible for the consequences.

34. Bidders need to upload scanned copy at e-procurement portal and submit the hard copy of required documents, like GST registration, PAN Card, tender processing fee for an amount of Rs. 1,180/- through NEFT/RTGS, Earnest Money Deposit (EMD) amount as indicated lot wise in Annexure-III **in form of Fixed Deposit Receipt (FDR)** in favour of The Registrar, IIT(BHU) payable at Varanasi and for e-waste, valid document regarding the registration of the firm at Central Pollution Control Board/ State Pollution Control Board as well as Govt. of India rules along with the bid, as per Check List within stipulated date and time mentioned in Tender Document. **However, EMD shall be returned immediately to unsuccessful bidders at the time of opening of bids or the same shall may be adjusted with the award value in case of successful bidder. Remaining amount of the award value will have to be deposited by successful bidder within 7 days from the award of the contract through RTGS (SBI A/c No: 32778803937, IFSC - SBIN0011445) only.** A copy of UTR shall be required in case of NEFT/RTGS transfer.
35. The Bidders, in their own interest, are advised to physically verify the lots at the IIT(BHU) site during any working day between 11.00 AM to 1.00 PM within the bidding period by prior appointment to satisfy themselves about the quality and condition of the materials offered for sale. No request for providing sample will be accepted.
36. The items specified in the Schedule herein below have been stated to the best of the information. The IIT(BHU) shall not be answerable for any error, misstatement or omission in this proclamation. The successful bidder shall be required to lift all the items at their own cost from the disposal site to his / her premises within one week after the payment of the quoted amount. On failure, to lift the material within stipulated date and time, the IIT(BHU) will charge ground rent @ Rs.1,000/- plus GST per day per lot basis. If the material is not lifted within the extended time also, the IIT(BHU) shall have the right to forfeit the entire amount of the bidder and sale the materials to any bidder.
37. GST shall be applicable @ 18% extra.
38. The IIT(BHU) will be no party to any dispute that may arise in transit after the loading has been completed.
39. The bidder shall take full responsibility in case of any damage, loss or injury to any person.
40. In case of any accident or mis-happening, the bidder will be responsible for the safety and the IIT(BHU) will not take any responsibility in this regard.

41. All the lots shall not be sold below the reserve price. However, the offers found near the reserve price may be considered as per decision of the committee constituted for the purpose.
42. The IIT(BHU) reserves its right to accept or reject any or all the offers without assigning any reason. The decision of IIT(BHU) in this regard shall be final.
43. The bidders may give offers either for any number of lots or for all the lots, however he/she has to be submitted EMD accordingly as per Annexure-III.
44. The offer submitted at e-procurement portal will only be considered.
45. In case of any dispute arising as to the validity of the tender, amount of bid, EMD or as to the eligibility of the bidder, authorization of the person representing the bidder, the interpretation, or resale, the decision of the IIT(BHU) will be final.
46. Tender with conditional offers may be treated as invalid. Likewise, correspondence about any change in the offers will not be entertained. If any bidders wishes to give a fresh offer on or before the last date prescribed for submission of the tenders in the concerned advertisement, he / she may submit a fresh tender with appropriate EMD and tenderfees.
47. The sale certificate, if needed shall be issued in the name against which the tender is submitted.
48. The bids will be opened by a committee of members duly constituted for the purpose at the time and date as specified in the tender document. In the event of the date being declared as a closed holiday for purchaser's office, the due date for submission of bids and opening of bids will be the following working day at the appointed times.
49. The bidders should submit the **Price Bid** and filled in the blank spaces provided for mentioning the name of bidder and rates. Bidders need not modify any other text or replace it with any other copy of same **Price Bid format**. The prices quoted should be firm till the delivery is completed. Please quote the rates both in words and figures. Price quoted should be net and valid for a minimum period of three months from the date of opening of the quotation.
50. The highest quoting bid will be accepted for award of tender, subject to the condition that bidders are fulfilling the eligibility criteria as mentioned in the tender document. None of the lots shall be sold below the reserve price. However, the offer found near the reserve price may be considered as per decision of the committee constituted for the purpose.
51. In case the highest quoting bidder is not able to deposit the quoted amount within 10 working days, the same will be offered to next lower bidder (second highest quoting) at the rate quoted by highest bidder.
52. Cartel Formation and Quoting Prices in Pool-Bidders may note that Offers of such firms who resort to unethical practices of cartel formation and quote prices in a pool shall be rejected and their offers shall also not be considered for award of any contract for the next two years.

53. At any time prior to the date of submission of bid, Registrar, IIT(BHU), may, for any reason, whether at his own initiatives or in response to a clarification from a prospective bidder, modify the bidding documents by an amendment. All prospective bidders who have received the bidding document will be notified of the amendment in writing and the amendment shall be binding on them. In order to provide reasonable time to take the amendment into account in preparing the bid, the Registrar, IIT(BHU), may at his discretion, extend the date and time for submission of bids.
54. The tendered rates and validity of bids shall be for a minimum period of Three months from the date of finalization of the contract.
55. The bidders are advised to submit **ANNEXURE-V** along with other desired enclosures necessarily to ensure the eligibility criteria.
56. IIT(BHU) reserves all rights to make any changes in terms and conditions of the tender and also to reject any or all bids without assigning any reason thereof.
57. The Director, IIT(BHU) or his authorized representative shall be the final authority in all disputes and his decision will be binding on all concerned.
58. Dispute clause: Any dispute related to the enquiry shall be subject to the jurisdiction of the court at VARANASI only.

For any clarification and further details, contact Mobile No: +91- 7985766810 or contact in person during office hours.

Lot No. Nature of obsolete items.....

PRICE BID

Tender for Auction for Unserviceable Stores/Goods Lying at Shreenivas Deshpande Library and various Departments of IIT (BHU) in shape of Lot Nos.

Name and Address of the bidder:

Mobile No. / Telephone No.

I /We have inspected the obsolete / used items related to the..... and am / are interested to purchase the same on “AS IS, WHERE IS AND WHAT IS BASIS”. My / our offer for the same is given below:

Offered Price	Detail of E.M.D. enclosed	Remarks

Our total offer for all items for Lot No. is Rs. (Rupees
.....)

Signature of the bidder with seal