



**UNION PUBLIC SERVICE COMMISSION**  
**(SANGH LOK SEVA AYOJ)**  
**DHOLPUR HOUSE, SHAHJAHAN ROAD,**  
**New Delhi-110 069**

Dated: 16.01.2017

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**Subject: Notice Inviting Tenders (NIT) for disposal of unserviceable/condemned items-Terms and conditions etc.(Non E-Waste)-reg.**

Dear Sir,

Sealed Bids are invited for disposal of unserviceable/condemned items given in the enclosed "List of Items" as per the time schedule given below:-

- (i) Closing date & time for receipt of tenders : **07.02.2017 at 3:00 P.M.**
- (ii) Place for submitting tender : Tender Box kept at Reception Gate 'C' of this Office.
- (iii) Tender Opening Date & Time : **07.02.2017 at 3:30 P.M.**
- (iv) Place of Tender opening : Room No. 101, Ayog Sachivalaya Building.

**Note:** In the event of any of the above mentioned dates being declared as a holiday/closed day for this office, the tenders/bids will be received/opened on the next working day at the appointed time.

**2. LATE BID:**

**2.1** The bids received after the specified date and time will not be considered.

**2.2** Incomplete bids and any amendments & additions to bid after expiry of the deadline for receipt of bids are not permitted and such bids are liable to be rejected.

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### 3. Earnest Money Deposit (EMD)

3.1 **EMD:** EMD of Rs. 10,000/- (Rupees Ten Thousand Only) in the form of Demand Draft/Pay order/ Bankers' Cheque in favor of Secretary, U.P.S.C., New Delhi-69 must accompany the Bid. Bids without EMD will be summarily rejected and EMD in any other form e.g. Cheque, Cash, Postal Order will NOT be considered.

3.1.1 The EMD should remain valid for a period of 45 days beyond the final tender validity period.

3.1.2 EMD furnished by all unsuccessful bidders will be returned to them without any interest whatsoever, after final disposal of the material.

### 4. Terms & Conditions

4.1 The Bidders should quote their unconditional rates for whole items and not individually as per the enclosed prescribed proforma (Annexure).

4.1.2 Bids should remain valid for acceptance for a period of six months from the date of opening of the Bids. Bids with lesser validity period will be summarily rejected

4.2 Sealed tenders superscribed "Tender for Unserviceable/Condemned Furniture and Other Items" addressed to Shri Anil Kumar, Under Secretary (M&M), UPSC, New Delhi 110069 should be dropped in the Tender Box kept at Reception Gate 'C' latest by **3.00 PM on 07.02.2017**.

4.3 Materials should be removed by the **highest acceptable responsive bidder (H-I)** on "as is where is" basis within five days of receipt of order after depositing the full amount with the Cashier of the Commission in the form of Crossed Bank Draft/Pay Order/Banker's Cheque drawn in favour of the Secretary, Union Public Service Commission, New Delhi. Amount of EMD may be adjusted against the final payment on the request of the successful bidder or EMD shall be returned after the condemned material is removed as per terms & conditions laid down. In case, the material is not removed within the prescribed time, the Earnest Money will be forfeited and any loss whatsoever occurring due to this will be recovered from the bidder.

4.4 The inspection of material should be done carefully by the prospective bidders or their representatives in this office premises between **3:00 PM to 5:00 PM** from **30.01.2017 to 03.02.2017** and queries raised to the concerned officer at the time of inspection. No further clarifications shall be given after the above inspection.

4.5 No damage should be caused to the existing property of the Commission or the Govt. while removing the auctioned articles from the site. Any loss/damage to the Govt./Commission or injury or personal accident suffered by any person due to the negligence or action of the successful bidder or his authorized worker/supervisor will have to be indemnified by the successful contractor.

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- 4.6 Goods/material will be removed under the supervision of designated officer(s) of the Commission. Materials will have to be removed within 5 days from the receipt of order. No extension in time will be given under ordinary circumstances. Addl. Secretary, UPSC may however, allow an extension upto another 2 days provided full reasons for causing such delay is given in writing by the Contractor. Delay, beyond the stipulated time, may entitle UPSC to cancel the award/order and forfeit the EMD of the contractor.
- 4.7 Goods/material will be allowed to be removed only during working hours. The articles will not be allowed to be removed on holidays or after working hours. The successful bidder will have to take away all Condemned listed items and not selectively.
- 4.8 All questions, disputes or differences arising under and out of or in connection with the disposal of condemned items, shall be referred to sole arbitration by an arbitrator appointed under the provisions of Indian Arbitration Act by Secretary, UPSC.
- 4.9 Secretary, Union Public Service Commission, reserves the right to accept or reject any or all the tenders. The bidders may send their representation, addressed to the Secretary, in case they feels that proper procurement process has not been followed and/or their tenders has been rejected wrongly.

**(ANIL KUMAR)**  
**UNDER SECRETARY (M&M)**  
**UNION PUBLIC SERVICE COMMISSION**  
**TELE. NO. 23382415**

**PROFORMA FOR FURNISHING BIDS FOR PURCHASE OF  
UNSERVICEABLE/CONDEMNED ITEMS (Non E-Waste) FROM THE OFFICE OF  
U.P.S.C.**

1. Name & Address of the Firm :
  
2. Name of the contact Person :
  
3. Telephone Numbers : (O):- (R):-  
(M):- FAX:-
  
4. Income Tax Account No. :
  
5. Details of EMD enclosed : D.D./Pay Order No.:-  
Dated :-  
Amount:-
  
6. Quotation : Amount in Rs. \_\_\_\_\_  
Amount (in words) Rs. \_\_\_\_\_  
\_\_\_\_\_
  
7. Whether copy of latest income tax Clearance is enclosed. : YES/NO
  
8. Name and Signature Of The Bidder :

**UNION PUBLIC SERVICE COMMISSION**  
**STATEMENT FOR RESERVE PRICE FOR NON E- WASTE**

| <b>S. NO.</b> | <b>NAME OF ITEMS</b>            | <b>TOTAL QUANTITY</b> |
|---------------|---------------------------------|-----------------------|
| 1             | Wooden Cabinet                  | 8                     |
| 2             | Steel Rack                      | 2                     |
| 3             | Steel Table                     | 1                     |
| 4             | Steel Steam Boiler              | 1                     |
| 5             | Plastic Stool                   | 9                     |
| 6             | Steel Cushion Chair             | 1                     |
| 7             | Steel Revolving Chair           | 2                     |
| 8             | Wooden Chair                    | 12                    |
| 9             | Wooden Stool                    | 3                     |
| 10            | Plastic Chair                   | 1                     |
| 11            | Wooden Cushion Chair            | 1                     |
| 12            | Wooden Chair with Steel Base    | 1                     |
| 13            | Wooden Stand                    | 2                     |
| 14            | Wooden Bamboo Swing             | 1                     |
| 15            | Kool Keg                        | 1                     |
| 16            | Wooden Center Table             | 3                     |
| 17            | Bamboo Chair                    | 6                     |
| 18            | Wooden Table                    | 3                     |
| 19            | Steel Swing Frame               | 1                     |
| 20            | Picture Frame                   | 1                     |
| 21            | Single Seater Sofa              | 5                     |
| 22            | Oil Tins                        | 14                    |
| 23            | Steel Trunks                    | 60                    |
| 24            | Trolley (small) for UPS and CPU | 4                     |
| 25            | Tyres                           | 10                    |
| 26            | Almirah steel Big Size          | 1                     |
| 27            | Almirah Steel small size        | 1                     |
| 28            | Sofa Two Seater                 | 2                     |
| 29            | Officer Table steel big size    | 2                     |
| 30            | Clerical Table Steel            | 1                     |
| 31            | Computer Table                  | 2                     |
| 32            | High Back Chair                 | 1                     |
| 33            | PC Revolving Chair              | 8                     |
| 34            | Chair cane steel                | 5                     |

| <b>S. NO.</b> | <b>NAME OF ITEMS</b>       | <b>TOTAL QUANTITY</b> |
|---------------|----------------------------|-----------------------|
| 35            | Hot Case                   | 5                     |
| 36            | Wooden Rack big Size (5x4) | 6                     |
| 37            | Wooden Rack small size     | 5                     |
| 38            | Wooden Scrap               | 200 Kg Approx         |
| 39            | Steel Scrap                | 400 Kg Approx         |
| 40            | Broken Glasses(5, 6 mm)    | 150 Kg Approx         |
| 41            | Work Station               | 52 (approx.)          |
| 42            | Steel Drawer               | 7                     |