



**Central Purchase Office**  
**Aligarh Muslim University**  
**Aligarh**



NAAC accredited  
Grade 'A'

**केन्द्रीय क्रय कार्यालय**  
**अलीगढ़ मुस्लिम विश्वविद्यालय**  
**अलीगढ़**

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مرکزی خریداری دفتر، علی گڑھ مسلم یونیورسٹی، علی گڑھ

Ref. No.: D- 131 /CPO/2020-21/Auction

Dated: 18<sup>th</sup> July 2020

## **AUCTION NOTICE**

The Aligarh Muslim University, Aligarh, invites Recyclers/ Re-Processors for auction through open bid "BOLI" on behalf of the recommendations of the Committee to disposed-off unserviceable/condemned items, as per Annexure- 'A', "as is where is basis", as per schedule mentioned below on usual Terms & Conditions as per Annexure- 'C':

<b>SCHEDULE OF EVENTS</b>			
<b>S. N.</b>	<b>Event</b>	<b>Date and Time</b>	<b>Venue</b>
1	Document verification of the participants (As per Annexure B & C)	27-07-2020 at 10:45 AM	<b>Assistant Registrar</b> Caretaker Unit Administrative Block Aligarh Muslim University Aligarh, UP -202002, India
2	Bid Start	27-07-2020 at 11:00 AM	

Interested bidders may attend the auction as per the scheduled date and time mentioned above, after submitting Annexure-'B' with a security amount of Rs. 20,000/- each (Rs. Twenty thousand only) in the form of Demand Draft/ Bankers Cheque, in favor of "Finance Officer, Aligarh Muslim University, Aligarh". The condemned material can be inspected on any working day between 10:00 AM to 03:00 PM with the Caretaker, Administrative Block, A.M.U.

The articles will be sold to the highest bidder(s), who will be required to pay 25% of the auction amount on the spot through bank challan and rest within 03 working days, will have to be lifted within 03-days after obtains all dues clearance.

*For* more details, kindly visit <http://www.amu.ac.in> or <https://eprocure.gov.in/>

Sd/-

(S. Ziauddin Shah)  
Assistant Finance Officer  
Central Purchase Office

**Copy to:** (for information)

1. Prof. Parvez Qamar Rizvi, D/o Plant Protection (Technical Expert for the Auction)
2. Assistant Registrar, Vice-Chancellors' Secretariat / Pro-Vice-Chancellors' Secretariat
3. P.S. to Registrar / Finance Officer / Controller of Examinations
4. Assistant Registrar, Caretaker Unit, Administrative Block
5. Care Taker, Administrative Block  
*with request to make necessary arrangements regarding inspection.*

**Annexure- A****List of the Items to be Auctioned**

Sl. No.	Name of Items	Quantity
1	Armed/ Visitor Chair	116
2	Steel Rack	17
3	Steel Almirah/ Locker Almirah	29
4	Sofa Set	3
5	Office Table (Wooden Top on steel frame)	32
6	Office Table (Wooden)	39
7	File Cabinet	9
8	Office Chair w/o Armed	35
9	Revolving Chair	32
10	Printer (Different Make)	19
11	Computer Desktop	27
12	Typewriter	4
13	Xerox Machine	2
14	UPS Main Line	1
15	UPS Computer	8
16	Fax Machine	1
17	Paper Shredder	1
18	Scanner 3110	1
19	Water Cooler	5
20	Air Conditioner Voltas Window	2
21	Invertor UPS/ Batteries	3
22	Elect Hot Blower	1
23	Stabilizer	3
24	Desert/ Air Cooler	53
25	R.O	4
26	Calculator	2
27	Pedestal Fan	3
28	Telephone Handset	1
29	Yamaha Electro Generator	1
30	Cycle	7
31	Desert Cooler Duct	2
32	Iron Pipe Chair	10

**Annexure- B****Brief Details about the Participant**

Sl. No,	Particulars	Details
1	Name of the Participant	
2	Name of the Firm	M/s
3	Firm Address	   District: _____ State: _____ Pin code: _____
4	Contact Details Mobile Number / Email Address	+91-
5	GSTIN	
6	PAN	
7	Security Deposit (SD)	Demand Draft/ Banker Cheque No. : Issue Date : ____ - July - 2020 Issuer Bank Name : Branch : Amount : Rs. 20,000/-

1. The SD is refundable.

- For non-qualified: Immediately after completion of auction process.
- For qualified: After all clearance.

2. **The Demand Draft/ Banker Cheque must be in favor of "Finance Officer, Aligarh Muslim University" payable at Aligarh.**

3. **Non-Submission of original SD document shall lead to rejection of the tender.**

4. No interest shall be paid on SD.

5. SD shall be forfeited, if the bidder withdraws its proposal OR the successful bidder fails to clear the dues.

I/we agree with the following:

- To pay the applicable GST on the auction amount in addition to the auction amount.
- To deposit 25% of the auctioned/ offered amount immediately after finalizing the bid failing which the security amount Rs. 20,000/- will be forfeited and rest within 03 working days.
- Material will have to be removed within three days after depositing the full amount.
- Other terms & conditions shall be announced at the time of auction, if any.
- The bidding firm should not have been blacklisted by any Central/ State Government/ Public Sector Undertaking Govt. of India/ Autonomous Bodies etc.
- The sale will be on "as is where is" basis. Items once sold are not returnable under any circumstances.
- Terms & Conditions as per Annexure- 'C'.

I/ We further undertake that all the above information and documents supplied by me/us are correct.

Yours faithfully,

Date: .....

Place: .....

Signature & Seal of the Bidder



**Annexure- C**

**Terms & Conditions**

1. The bidding firm should be a reputed firm having registration certificates, viz. Goods & Service Act, 2017 (GST), PAN/ TAN Card etc. The photocopies of the documents should be required to participate in the bid. The firm should submit records related to Registration, GST, PAN etc.
2. University reserves the right to accept, reject, cancel or extend the contract on satisfactory service.
3. Security Deposit (SD)/ Earnest Money Deposit (EMD) of Rs. 20,000/- is required against participation in the bid/ auction, in the form of Demand Draft/ Bankers Cheque, in favor of "Finance Officer, Aligarh Muslim University, Aligarh".
4. In case of unsuccessful bid the EMD after necessary deduction of draft charges will be returned.
5. Documents/ Quotations which are incomplete/ incorrect/ unclear/ not accompanied by registration certificate/ not accompanied with other mandatory enclosures shall be rejected outright.
6. Arrangements of all the documents related to taxation and other things shall be the sole responsibility of the bidder/ Recyclers/ Re-Processors.
7. Material will have to be removed within three days by the successful bidder after depositing the full amount.
8. Providing any false/ wrong information (including the supply of any wrong contact information, leading to the loss of communication) will be treated as the breach of contract/ tender.
9. The successful bidder must deposit the amount in the State Bank of India, AMU Branch and GST in the Canara Bank, AMU Branch before lifting of the Waste Paper after verifying the weight by the respective HoD. Sell/ Tax Invoice/ releasing order will be issued by the Central Purchase Office.
10. The successful bidder will be liable to complete the job of lifting the material from the Institute within a period of 3 working days of getting the order. If the successful bidder does not start work in time or stops the work midway or leaves the work altogether, his Security Deposit (SD) will be likely to be forfeited and the Institute shall have the right to cancel the Order.
11. It will be the responsibility of the vendor to pack the material by his own Labour and the cost towards transportation, packing, loading, unloading etc. will also be borne by the vendor himself. The AMU will not provide any manpower for this purpose.
12. If as a result of post payment audit any less payment is detected in respect of the order by the awardee bidder under the bid, it shall be recovered by the Aligarh Muslim University, Aligarh from the awardee bidder.
13. The tender(s)/ quotation(s) containing uncalled for remarks are likely to result in rejection.
14. If there is any need for any clarification/ information/ amendment in this NIT, it should be brought to the notice of Assistant Finance Officer (Purchase) within 02 working days from the date of publication of this NIT. After that, no clarification/ amendment will be accepted/ entertained.
15. Any decrease in the rate during the course of service period shall not be acceptable.
16. The bidding firm should not have been blacklisted by any Central/ State Government/ Public Sector Undertaking Govt. of India/ Autonomous Bodies etc.
17. The bidding firm should not be involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this Request for Empanelment and in the execution of agreement.
18. Order letter is non-transferable and vendor should invariably be submitted on given format only duly signed by the competent signatory.
19. The sale will be on "as is where is" basis. Items once sold are not returnable under any circumstances.



20. AMU reserves the right to remove any such Recyclers/ Re-Processors from the empaneled list along with the forfeiture of Security Deposit, if the service provided by the Agency is found to be unsatisfactory or if the information provided for empanelment is proved to be false.
21. AMU may empanel more than one Recyclers/ Re-Processors.
22. All disputes relating to this tender shall be referred to the sole arbitrator to be appointed by the Vice-Chancellor, AMU, whose decision will be binding on both the parties.
23. All disputes arising out of this auction shall be subject to the jurisdiction of Courts at Aligarh only.
24. Errors & omissions excepted.
25. Any conditional bid is not acceptable and seems to be rejected.
26. GST @ 18% shall be charged extra on the auctioned value.

Yours faithfully,

Signature & Seal of the Bidder

Date: .....

Place: .....

Name of Bidder: .....

Designation: .....

Name of Firm: .....

Address: .....

Contact No.: .....

Email: .....