

National Monuments Authority
Ministry of Culture
Government of India
24, Tilak Marg, New Delhi

Dated: 05.11.2021

**Sub: Tender Notice for Disposal / Auction of Old Condemned
Obsolete/Unserviceable Office Equipment and Furniture Items.**

Sealed tenders are invited for disposal/auction of old condemned, obsolete/unserviceable office equipment and furniture items etc. on "**as is where is**" basis as per list of items enclosed.

The above items are located in stores at National Monuments Authority (NMA), 24 Tilak Marg, New Delhi. The details for inspection, contact person, tender acceptance are as under:-

Date & Time for Inspection of items	On all Working day from 05.11.2021 to 12.11.2021 between 11.00 AM to 4:00 PM
Contact Person	Shri N.T. Paite Director, National Monuments Authority, 24 Tilak Marg, New Delhi. Tel No. 23380532
Tender Notice Available at	www.nma.gov.in
Date & Time and Place for acceptance of Tender	National Monuments Authority, 24 Tilak Marg New Delhi. During office hours and up to 3:00 PM on 15.11.2021
Date & time for opening of tender	15.11.2021 at 4.30 PM. An EMD of Rs. 5000/- (Rupees Five thousand only) should be deposited with the tender in the form of an Account Payee Bank Draft/Pay Order from any Nationalized bank in favour of " <u>Pay & Accounts Officer, Ministry of Culture, payable at New Delhi.</u> "

General Terms & Conditions:

Bidders may inspect the items on the stipulated date & time:

1. The items shall be sold to the highest bidder. The bids are invited for the lot i.e., all the items contained in the list of old condemned, obsolete/unserviceable office equipment and furniture items as a whole and no bid would be accepted for any part of the same. The applicable amount of GST will also have to be deposited on total sale value by the bidder/ tenderer.
2. The handling/ disposal of IT related equipment's such as printers, fax machines, photocopiers, etc. as per the latest guideline/ instructions of Ministry of Environments & Forests and its related agency shall be the sole responsibility of the bidder (s). The bidder(s) participating in auction of e-waste materials shall be registered with the Govt. agency as per the E-Waste Management & Handling Rules, 2011 published by the Ministry of Environment & Forests, Govt. of India vide their notification dated 12.05.2011.
3. The Earnest Money Deposit (EMD) of Successful bidder shall be adjusted from the total payments.
4. The successful bidder has to make full balance payment, after due adjustment of EMD, in the form of Demand Draft in favour of "Pay & Accounts Officer, Ministry of Culture, National Monuments Authority at 24 Tilak Marg New Delhi, within 3 (three) days after confirmation, failing which the offer will be cancelled and the EMD shall stand forfeited. The EMD of unsuccessful bidder shall be returned within one month after the auction date, without any interest.
5. No items once disposed to the successful bidder shall be taken back by NMA on any condition whatsoever.
6. The successful bidder will be required to lift all the items from the disposal site within 3 (three) days after the payments of the balance amount. On failure to do so, NMA shall have the right to forfeit the entire amount of the bidder and dispose the items to alternate bidder. The successful bidder will also be required to make their own arrangement of transport, labour etc. for lifting the disposed items.
7. Quotation letter in sealed envelope marked "Tender Disposal /Auction of Old Condemned, Obsolete/Unserviceable Office Equipment and Furniture Items" should be addressed to Shri N.T. Paite, Director, National Monuments Authority 24 Tilak Marg, New Delhi-110001.
8. The quotation must be dropped in the National Monuments Authority on above address on or before the due date and time otherwise it is liable to be rejected. Tenders received after the due date and time due to any reason whatsoever shall not be considered.
9. The financial bid should be given in both in figures and words. Any overwriting or erasing in the figures shall not be considered for acceptance of the rates offered by the tenderer.
10. NMA reserves the right to accept or reject any/ all quotations without assigning any reasons whatsoever.
11. Each page of tender document should be signed by the bidder(s).
12. Incomplete and unsigned quotation is liable to be rejected. The bid is to be submitted for the entire lot as mentioned above in this section.
13. Bidder must enclose copy of address proof (Vote I- Card/ Aadhar Card/Driving License etc.) and PAN Card along with his bid.
14. The earnest money deposit (EMD) of Rs. 5,000/- (Rupees Five thousand only) must accompany the quotation, without which the bid shall be summarily rejected.



(N Paite)

Director, NMA
011-23380532

National Monuments Authority

24, Tilak Marg, New Delhi

Details of Old Condemned Obsolete / Unserviceable Office Equipment and Furniture Items.

S. No.	Items Name	Quantity (in number)
1	Ricoh Photo Copy Machine Model No. –MP-C3501/Aficio MPC3501	01
2	Ricoh Photo Copy Machine Model No. –MP5000/Aficio MP5000B	01
3	Ricoh Photo Copy Machine Model No. –MP4000B/Aficio MP4000B	01
4	Ricoh Photo Copy Machine Model No. –MP-C2051/Aficio MPC2051	01
5	Steel Trolley of Photo copy machine	04
6	Voltas Water Dispenser	06
7	Chair	06
8	Computer Table	04
9	HP Scan jet Professional- 3000	02
10	HP Office jet 7000 Wide Format	01
11	HP Photo Smart Plus all-in-one B210 Print Scan Copy	01
12	Canon Fax Machine (JX210P)– K30307	01
13	HP LaserJet Printer - P1007	03
14	OTG-1600T3 Bajaj	02
15	Oven Toaster Griller- Bajaj-1000 TSS	01
16	Steel Almirah	02
17	Monitor HP Compaq LE1902x	01
18	Monitor HP V185e	01
19	Monitor HP Compaq LE1902x	01
20	Monitor HP Compaq LE1902x	01
21	Monitor HP Compaq LE190x	01
22	Monitor HP Compaq LE1902x	01
23	Monitor HP V 193	01