

F. No. 06/04/2018- Admn./Store

भारत सरकार

(सूचना एवं प्रसारण मंत्रालय)

भारत के समाचारपत्रों के पंजीयक का कार्यालय

Office of Registrar of Newspapers for India

9 वां तल, सूचना भवन, सी.जी.ओ. कॉम्प्लेक्स, लोधी रोड, नई दिल्ली. 110003

9th Floor, Soochna Bhavan, CGO Complex, 8, Lodhi Road, New Delhi-110003

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26 November, 2018

To,

(As per List)

**Notice Inviting Quotation/tender for disposal of non serviceable items/ non usable items
"AS IS WHERE IS & WHAT IS BASIS" lying unpacked condition at old place of RNI
office at West Block 8, Wing-II, R.K. Puram New Delhi -110066**

(Closing date : 1500 hours of 19th December, 2018)

Sealed quotations are invited from the Firm/Agencies specialized in disposal of non-serviceable/ non-usable Govt. items. The items are lying in old working place of this office at West Block-8, Wing-II, R.K. Puram, New Delhi as is where is basis. The items for disposal will be available for inspection between 2:00 P.M. to 5:00 P.M. from 03.12.2018 to 14.12.2018. For this purpose Assistant Press Registrar (Admn.) Office of RNI, at 9th floor Soochna Bhavan, New Delhi may be contacted over Telephone No. 24369979 The Firms/Agencies should also furnish a copy of the PAN, GST No.

2. It is, therefore, requested to submit the rate quotation for the items which are laying for disposal in a sealed cover super-scribed as "QUOTATIONS FOR DISPOSAL OF NON-SERVICEABLE AND NON-USABLE ITEMS OF RNI". It should be completed in all respect and be dropped in the tender box kept at DAK COUNTER, 9TH Floor, Soochna Bhavan, CGO Complex, Lodhi Road, New Delhi on or before 19th December, 2018 at 11:00 A.M. Those firms are registered with NSIC/ MSME are exempted from EMD and Bank guaranty otherwise Earnest money of Rs. 20,000/- (Rupees twenty thousand only) may please be attached with the quotation in the form of Demand Draft in favour of "Pay & Accounts Officer,(MS) Ministry of Information and Broadcasting" failing which the bids shall be rejected. The quotations should also indicate the response time and service commitment. The purchaser should have sufficient staff and communication facilities to respond in the shortest possible time

3. The Office of RNI reserves the right to reject any or all quotations without assigning any reasons thereof.

4. The quotations received will be opened by the Committee at 3:30 P.M. on the same day i.e. 19.12.2018 in the DPR(ADMN.) Room No. 977 of This Office at 9th Floor, Sookna Bhavan, CGO Complex, Lodhi Road, New Delhi- 110003. The purchaser or his representative may, if they so desire, be present at the time of opening of quotations.

5. The terms & conditions of the bid will be as follows:-

(i) All pages of the tender/quotation document should be signed with stamp by the authorized signatory before submitting.

(ii) The quotation/ tender document should be sealed.

(iii) The firm/agency shall indicate the lump sum rates for all the items indicated in Annexure-I (as per Annexure I). The rates should be filled up neatly (in both figures and in words). Firms are also advised not to erase or mutilate the figures, etc. otherwise the quotation may be ignored. Any overwriting will not be allowed.

(iv) Detailed rates duly signed by the authorized person giving full name, address and contact telephone nos. etc. may be furnished by the stipulated time and date.

(v) The Firms/Agencies should be Delhi based.

(vi) The submission of bid will not place the Office of Registrar of Newspapers for India under any obligation to place the order with the Firm/Agency and no expenses incurred by the contractor in this regard will be payable by Office of Registrar of Newspapers for India

(vii) If any dispute arises between the Firm/Agency and its manpower in the matter of wages or any service conditions, the same will be settled by the Firm/Agency and the workers engaged by it themselves. The Office of Registrar of Newspapers for India in no case shall be a party to such a dispute.

(viii) Under normal circumstances the rate shall be valid for a period of three months from the date of issue of work order .

(ix) Responsibility of taking necessary permission from the traffic police authority for removal of items from this office shall be of the selected Firm/Agency.

(x) An interest free refundable performance security deposit of Rs. 20,000/- (Rupees twenty thousand only) in the form of Demand Draft in favour PAO(MS), Ministry of I & B, New Delhi shall be submitted by the contractor at the time of the award of the contract. The security deposit shall be discharged after the satisfactory completion of the contract. If the service provider fails or neglects any of his obligations under the contract, it shall be lawful for O/o RNI to forfeit either whole or any part of performance security furnished by the bidder as compensation for any loss from such failure.



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(xi) Responsibility for damage/theft/loss etc. of goods during shifting or physical injury to any labour in loading/unloading shall be of the Firm/Agency.

(xii) The damage caused, if any to the property of the Office of Registrar of Newspapers for India through negligence or otherwise shall be at risk and responsibility of the Firm/Agency. The financial or any other loss suffered by the Office of Registrar of Newspapers for India on this account shall be made good by the Firm/Agency.

(xiii) Evaluation of tender for deciding H-1 (Highest quotation) bidder shall be done on the basis of total Highest rates quoted for the items as indicated in Annexure-I.

(xiv) The successful bidder shall complete the entire removal of items as per annexure -1 within 10 days from the date of award of contract.

(xv) In case of any dispute, the decision of the O/o RNI shall be final and binding on both parties.

(xvi) This office (RNI) reserves the right to reject any or all quotations without assigning any reasons thereof.

(xvii) The amount quoted in the quotation/ tender should be paid within 3 working days from the date of issue of award letter by cash or Demand Draft. The cash receipt will be presented to the APR(Stores) for delivery of the goods before lifting the items/ stores in question. In case the store/ items in question is not lifted within the 5 days from the date of issue of award letter. The items materials not so removed will be treated as abandoned lots and the EMD and performance security deposit of Rs. 20,000/- (Rupees twenty thousand only) will be forfeited without any reference to the purchaser. For such abandoned lots, this office reserves the right to re-sell. The material will be allowed to be lifted between 10.00 AM to 4.00PM on any working days. No picking, Choosing or sorting will be allowed in the premises of this office at R.K. Puram.

(xviii) Mis-description or error in quantity will be not invalidate a sale. A proportionate refund will be made to the purchaser when the weight or number delivered is less than that have been specified in the quotation letter or in Annexure -I

6. All the tenderers/ purchasers are requested to read and understand the terms and conditions of the contract as detailed out in the foregoing paragraphs before sending their quotations.

(Praveen Kujur)

Assistant Press Registrar (Admn.)

Name of the Firm (Purchaser): _____

Registered/Postal Address _____

Telephone No _____

E-mail _____

PAN No. _____

GST NO. _____

Sl. No.	Name of the Items for disposal	Quantity	lump sum rates for all the items indicated in Annexure-I
1	AC Split Type	1	
2	AC Stabilizer	1	
3	AC Window type	6	
4	Almirah Steel (Big)	1	
5	Almirah Steel (Sliding Door)	35	
6	Almirah Steel (Small)	2	
7	Almirah Wooden	5	
8	Base line computer item	4	
9	Blank Cartridge	109	
10	Chair computer	1	
11	Chair for Officer	1	
12	Chair Molded	2	
13	Chair Steel	1	
14	Chair Wooden	3	
15	Computer CPU	15	
16	Computer Speakers	8	
17	Corner Glass Table	1	
18	CPU Trolley steel	15	
19	Date Switch	1	
20	D-Link Switch 1024D	1	
21	Electric Kettle	1	
22	Extension box Electrical	4	
23	Fan Pedestal	9	
24	Fan Wall fan	4	
25	File shredding machine Heavy duty	1	
26	Franking Machine	2	
27	Heat convector	6	
28	Keyboard and Mouse	34	



29	LAN ISDN Modem	1
30	Logic Sharer computer item	1
31	Mayur Jug	5
32	Monitor	3
33	Newspaper Box Wooden	1
34	NIC Switch Hub	1
35	Printer	7
36	Public Address System	2
37	Scanner	1
38	Side rack steel	1
39	Side Rack Wooden	3
40	Slanting table top	3
41	Small Calculator	6
42	Small Stool	3
43	Sofa Steel 3 seater	2
44	Sofa Wooden	1
45	Table Clerk	30
46	Table Computer	7
47	Table Officer	5
48	Table Wooden	7
49	Telephone item	5
50	Terminal adaptor	1
51	Two in one	1
52	UPS Small 0.5 VA	1
53	Wall Clock	4
54	Water plastic flexible pipe	5 Mtrs
55	weight machine up to 300 Kg	1

- Taxes & duties that may be levied by the Govt. will be extra as applicable and payable by the purchaser to this office.

Note: Evaluation of tender for deciding H-1 bidder shall be done on the basis of total Highest rates quoted for the items as indicated above.

SIGNATURE WITH SEAL

