



**OFFICE OF THE REGISTRAR
TEZPUR UNIVERSITY
NAPAAM 784 028, ASSAM INDIA**

No. TU/ 11-50/PUR/ VEHI/ 2017/4531

Dated : 01.02.17

NOTICE INVITING TENDER

Sealed quotations are invited from interested parties/ individuals for disposal of the following condemned tractor of Tezpur University on “as is where is basis”.

Sl. NO.	Make and type of Vehicle	Registration No. and years of purchase	Engine No. and chassis No.
1.	Tractor (Powertrack 439)	AS 12-D- 8839 DoP – 20.06.2007	Engine Number – E 3061272, Chassis Number-B 3056898

The last date of submission is 15.02.17. The details of the vehicles and terms and conditions for participation can be downloaded from the website tezu.ernet.in or from the Joint Registrar - GA Tezpur University.

Jt. Registrar, GA
Tezpur University

Terms and Conditions

1. The buyer will have to get registration of vehicle transferred in their favour at their own cost and responsibility, with local transport authority.
2. Right to accept or reject any tender or all the tenders rests with the 'Registrar', Tezpur University , without assigning any reason.
3. On the deposit of money in full, tenderer has to take the delivery of the scrapped vehicle within 15 days.
4. Clearance from Income Tax, Sales Tax/ Central Govt. will be responsibility of the tenderer.
5. The tenderer will have to sign a certificate that he has read all the terms and conditions and accept the same.
6. In case the tenderer fails to take the delivery within 30 days, the penalty of 1% per day of the finalized price will be imposed, not exceeding 15 days from the date of finalization of tender, after that earnest money will be forfeited.
7. Conditional tenders will be rejected.
8. Tenders received without earnest money will be rejected.
9. All the pages of the document should be signed at bottom acknowledging the terms and conditions.
10. Printed forms of tenders consisting of the details can be purchased, from the Registrar's office between the hours of 9.30 a.m. to 12.50 p.m. every day except on Saturdays and public Holidays on payment of Rs. 5000/- (Five thousand only) in cash or it can be downloaded from official web site: www.tezu.ernet.in and submitted along with a DD of Rs.5000/- (Five Thousand) favouring 'Registrar'-Tezpur University.
11. Tender bid should be submitted in a sealed cover with the tender number written on the envelope to The Joint Registrar-GA, Tezpur University on 15.02.17 **before** 2.00 p.m and opened on the same day at 3.00 p.m on the same day.
12. The time allowed for taking the delivery of the condemned tractor will be within 15 days of deposit of money in full.

13. Earnest money amounting to Rupees, 15,000/- (Fifteen Thousand) in the form of demand draft/ Bankers Cheque of a nationalized/ scheduled bank drawn in favour of “Registrar, Tezpur University” must accompany each tender and each tender should be in sealed cover, super scribed as “ Tender for the work of disposal of condemned departmental Vehicle on “As is where is basis” and addressed to Registrar, Tezpur University. The validity period of EMD is 6 (six) months from the date of opening of tender.
14. The tenderer shall submit and confirm their permanent account number (PAN) issued by the Income Tax Department.
15. The acceptance of a tender will rest with the Registrar, Tezpur University who does not bind himself to accept the highest tender or any other tender and reserves to himself the Authority to reject all the tenders received without assigning any reason. All tenders in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected. Tenders with any condition shall be rejected forthwith summarily.
16. In the case of illiterate tenders, the rate of the amount tendered should be attested by witness.
17. Special care should be taken to write the rates in figures as well as words and the amount in figures only in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures the words “RS” should be written before the figures and in words “P” after the decimal figures e.g. RS..... and in case of words Rupees should proceed and the paise should be written at the end. Unless the rate is in whole rupee and followed by the word “only” should be written closely following the rate and it should not be written in the next line.
18. Any tender not submitted in proper manner or if it contains too many corrections, over writings and absurd rates, and absurd amount will be liable to be rejected and the Tezpur University will be liberty to take such action as it may deem fit without any reference to the tenderer.
19. Where the rates quoted by the bidder in figures and in words tally but amount is not worked out correctly, the rate quoted by the bidder will be taken as correct and not the amount.
20. The EMD of all the unsuccessful tenderer shall be released on issue of award letter to the successful bidder. This should be done within one week of offer letter.
21. Unsealed tenders shall be summarily rejected.

22. Before tendering, the bidder shall inspect the vehicles and fully acquaint himself with regard to condition of vehicle. No claim whatsoever on such account shall be entertained by the Tezpur University in any circumstances after validity.
23. The bidder/ tenderer should read the tender documents carefully before submitting the tender.
24. Exemption from payment of earnest money and security deposit by any other unit/ department shall not hold good for Tezpur University.
25. The inspection of the vehicle will be made available, by Jt. Registrar-GA.

Sd/-
Jt.Registrar-GA
Tezpur University

SCHEDULE OF RATE TO BE SUBMITTED BY TENDERER
(To be enclosed in envelope-02 TWO)

A. Rate of condemned University Vehicle on “As is where is Basis”

Sl. No.	Make and type of vehicle	Registration no. and years of purchase	Engine No. and chassis No.	Place and under the control of office where vehicle can be inspected	Bidding price	EMD Amount & Numbers
1.	Tractor (Powertrack 439)	AS 12-D- 8839 DoP –20.06.2007	Engine Number – E 3061272, Chassis Number-B 3056898	Jt. Registrar, i/c Transport Tezpur University		

I hereby offer my rates as mentioned below and agree to abide by all the terms and condition mentioned in the tender form.

(Rupees.....only)

I will deposit the offered amount for the vehicle after acceptance of tender with in days and collect the vehicle immediately.

Date.....

Full Name
Signature of tenderer
Full Address
Telephone Number

PROCEDURE FOR SUBMISSION OF TENDERS

1. The Bids shall be submitted in two covers. The documents to be enclosed in each cover are true detailed below. Both the covers shall be sealed separately by the seal of the bidder.
2. **The vendor shall enclose all the following in sealed envelope ONE:**
 - a. EMD in the shape of DD/ BC AMOUNTING TO Rs. 15,000.00 (Fifteen Thousand only) of Scheduled Bank or Nationalized Bankdrawn in favour of “Registrar, Tezpur University”.
 - b. Cost of tender documents amounting to Rs. 5000.00 (Five Thousand only) in shape of separate DD is to be submitted along with quotation.
 - c. The credentials for meeting the eligibility conditions shall be submitted along with the cost of the tender documents (in the shape of demand draft) and earnest money in first envelope. The credentials shall be self attested . After verification of the contents of this envelope and if found eligible then the second envelope containing the bid documents shall be opened. Any addition/ deletion in credentials is found fake/ false the tender shall be rejected and EMD shall be forfeited.
3. The price bid of tenderer(s) who do not comply with clause-2 as above shall not be opened.

4. The tenderer shall enclose the following in sealed envelope TWO:

Price Bid along with complete set of documents issued by the Tezpur University. The rates and amounts should be filled in the schedule of rate attached thereto. Tenders should not contain any condition. Such bids shall be rejected forthwith.

The tenderer shall submit the downloaded original computer printout of the documents from website. If during the process of the tender finalization, it is detected that the tenderer has submitted tender documents after making any change(s)/ addition(s)/ deletion(s) in the tender documents downloaded from website, the offer shall summarily not be considered .

Sd/-
Jt. Registrar
Tezpur University