

Notice Inviting Quotation



Management Development Institute Gurgaon

Ref. No.: MDI/CC/2022/Dispose-Off/16

Date: March 23, 2023

Sub: Invitation of sealed quotations for disposal of old computers/network/ UPS and related items etc on AS IS WHERE IS BASIS.

Bid Schedule

S.No.	Description	Details and Date
1.	Items can be inspected at	Management Development Institute Mehrauli Road, Sukhrali, Gurgaon - 122007
2.	Date and Time of inspection of items	22.03.2023 to 27.03.2023 (Monday to Friday) (Between 11:00 AM to 4:00 PM)
3.	Contact Person for inspection	Shri Pranav Kumar 0124-4560281
4.	Last Date of Bid Submission	April 06, 2023 3:00 PM
5.	Bid should be addressed to	Senior Systems Analyst Computer Centre MANAGEMENT DEVELOPMENT INSTITUTE Mehrauli Road, Sukhrali Gurgaon - 122 007, Haryana (INDIA)

The Complete Bid details and any updates on the Bid will be available on the MDI Website at the link: <https://mdi.ac.in/infrastructure/tenders.html>

Terms & Conditions are as under:

- 1) The bid should be submitted on company letter head and should be submitted duly signed by the authorized person.
- 2) The bid shall be valid for 90 Days from the last date of bid submission.
- 3) The bidder may inspect the items on predetermined dates to satisfy themselves about the items they are bidding for.
- 4) All the items will be disposed off in one lot to the successful tenderer and no part quotation shall be entertained.
- 5) The items shall be sold/disposed to the highest Bidder on "AS IS WHERE IS BASIS".
- 6) The successful bidder shall make full payment in advance in favour of "Management Development Institute Society" through NEFT/RTGS.
- 7) Parties have to quote for all the items as per financial bid otherwise their bids will not be considered.
- 8) The list of items shown is indicative, MDI Gurgaon reserves the right to add/delete/modify as found Necessary.
- 9) All labour, tools and equipment for loading the items from Site to buyer's trucks with all leads, lifts, etc., shall be at the cost of the buyer.
- 10) The personnel employed for the disposal action (job) shall strictly obey the Safety Rules while working in MDI Gurgaon.
- 11) MDI reserve the right to accept or reject the offers or cancel the whole disposal process without assigning any reason whatsoever. The decision of MDI Gurgaon will be final and binding on all the bidder(s). Bidders are not entitled to claim any damage or compensation in case of such a cancellation.
- 12) Obtaining all statutory approval from the Govt/Local bodies etc required for purchase or clearing of materials is the sole responsibility of the successful bidder only.
- 13) All scrap materials shall be inspected by the intending bidders before making an offer. Once an offer is accepted, successful bidder will have to take delivery of the goods, notwithstanding all the faults and flaws, if any, in the condition or description etc. of the goods irrespective of whether it was actually inspected or not. No selection or sorting whatsoever of the goods will be allowed. The entire lot should be cleared by getting proper Gate Pass from MDI Gurgaon.
- 14) Removal and transportation of materials shall be done only during working hours of MDI Gurgaon. No materials will be allowed to go out after 5.00 PM on week days. Similarly, no materials will be allowed to go out on Sundays and Holidays. No other material should be removed from the site.

- 15) Any uncleared or unnoticed materials left over by the successful bidder within the premises cannot be claimed later.
- 16) No enquiry of bidder shall be entertained once the material is lifted by them.
- 17) The e-waste being disposed is to be treated in line with applicable rules/notifications/guidelines etc. as may be prescribed by the Government of India. The successful bidder shall be responsible to ensure this action.
- 18) At any time MDI Gurgaon may modify the bidding document by amendment thereto. The amendment vide Addendum will be notified on MDI Gurgaon website only, which will be binding on bidders. Bidders should regularly visit the above websites to keep themselves updated.
- 19) In case the successful bidder fails to lift the goods within the specified period i.e. in 30 days (from the date of acceptance of the bid), he/she shall have to pay storage charges @0.1% of total bid value for each additional day subject to maximum of 3%.
- 20) The purchaser /successful bidder will make his/her own arrangements for transportation and he/she will not be entitled to claim any facilities or assistance regarding transportation, loading/unloading etc. from MDI Gurgaon.
- 21) The items disposed off will be removed by the buyer(s) from the premises of MDI Gurgaon within the specified period; delivery of goods shall be given only during the working hours by the concerned custodian of items.
- 22) The items are sold on "AS IS WHERE IS BASIS" and shall be removed by the successful bidder fully notwithstanding any errors of misstatements of description, quantity, weight enumeration or otherwise and without any question on the part of the successful bidder and no claim shall lie against MDI Gurgaon for compensation. The successful bidder will not be permitted to select any portion out of the goods sold to him/her nor shall any allowance be made or claim lie against MDI Gurgaon for compensation on account of any misstatement or discrepancies.
- 23) If the information given by the bidder in the bid documents and its Annexure is found to be false/incorrect at any stage, MDI Gurgaon shall have the right to disqualify/summarily terminate the contract, without prejudice to any other rights that the MDI Gurgaon may have under the contract & Law.
- 24) The acceptance of the successful Tender(s) shall be provisional subject to final approval of Competent Authority.
- 25) Incomplete and unsigned tender will be summarily rejected.
- 26) No bid will be accepted on email.
- 27) The bid must be submitted in hard copy in a sealed invoice superscribing "Bid for disposal of old computers/network/ UPS and related items etc on AS IS WHERE IS BASIS"
- 28) No items, once disposed to the successful bidder, shall be taken back by MDI Gurgaon, in any conditions whatsoever.

29) In case the H1 party fails to uplift items/equipment within the stipulated period, MDI Gurgaon has the discretion to award the contract to H2 party on H1 rates. MDI Gurgaon is not bound to give any notice / reminder to H1 party for their failure to deposit the quoted price or remove / uplift machines/equipment within the stipulated period

30) MDI may, at its discretion, extend the date for submission of the bid.

31) ACCEPTANCE AND WITHDRAWAL

The final acceptance of the bid would entirely vest with MDI, who reserves the right to accept or reject any tender, without assigning any reason whatsoever. There is no obligation on the part of MDI to communicate in any way with rejected bidders. After acceptance of the bid by MDI, the bidder shall have no right to withdraw his tender or claim anything.

32) Bids received with incomplete information is liable for rejection.

33) Any Bid received by MDI after the deadline for submission of bids will be summarily rejected.

34) Any dispute/ difference arising out or relating to this Tender: Matters regarding any dispute shall be referred for arbitration to any Officer appointed by the Director/ Acting Director of Management Development Institute Gurgaon, whose decision shall be binding and final.

35) Eligibility Criteria

- The bidder should be a Company registered in India.
- All bidders must enclose GST registration certificate along with the quotation.

36) The work would be awarded to the H1 bidder.

Authorized Signatory (Signature in Full)

Name and Designation of Signatory

Company Stamp

Date:

Bidder Details

S. No.	Description	Company Response
1.	Name of the company	
2	Name and Designation of Authorized Signatory.	
3	Address of Communication	
4	Office Phone No.	
6	Mobile No.	
7	Email ID	
9	GST Registration No	
	PAN No.	
10.	Details of Bidder Representative Name of the contact person Designation Phone No Mobile No Email ID	

UNDERTAKING

I, the undersigned, certify that I have gone through the terms and conditions mentioned in the bidding document and undertake to comply with them.

Authorized Signatory (Signature in Full)

Name and Designation of Signatory

Company Stamp

Date:

Details of Inventory to be disposed off (AS IS WHERE IS)

S. No.	Description*
1.	Computer System (including peripherals, keyboard mouse etc)
2.	Printers
3.	Network items including switches, Wireless Access Point s, hub, splitter etc
4.	AV equipment (including OHP etc)
5.	UPS System (600 VA, 1KVA, 10 KVA, 20 KVA etc)

* The bidder is mandatorily required to visit MDI Gurgaon to ascertain the condition of items and quantity available.

Authorized Signatory (Signature in Full)

Name and Designation of Signatory

Company Stamp

Date:

DECLARATION

(ON JUDICIAL STAMP PAPER OF Rs. 10/-)

I/we _____ Son/ Daughter/ wife of _____ Resident of _____ Partner(s)/

Director/ Proprietor(s)/ Authorized Signatory of M/s _____

is competent to sign this declaration and execute this work.

2. I/we are submitting tender for _____ against Tender Notice No. _____ dated _____.

3. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from (including all documents like annexure(s), schedules(s), addendums etc.,) which form part of the contract agreement and I/We shall abide hereby by the terms / conditions / clauses contained therein.

4. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my bid at any stage besides liabilities towards prosecution under appropriate law.

5. The corrigendum(s) issued from time to time by your organization too have all been taken into consideration, while submitting this declaration letter.

6. I/We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) in it totally / entirely.

7. I/We have inspected the all items including e-waste items as per list given at Annexure-1 of the bid document and interested in purchasing the same on "As is Where is" basis. I/We also undertake that these items shall be recycled/pre-processed as per e-waste (management and handling) rules notified by Government of India.

8. My/our bid shall remain valid for a period of 60 days from the last date fixed for the bid submission in accordance with the Bidding Documents and shall be binding upon us and maybe accepted at any time before the expiry of the period.

9. The Price-Bid submitted by me/us is "WITHOUT ANY CONDITION".

10. If any information or document submitted is found to be false/incorrect, MDI may cancel my/our Tender and can take any action as deemed fit including termination of the contract, forfeiture of all dues including Earnest Money (EMD) and blacklisting of my/our firm and all partners of the firm etc.

11. I/we also declare that the Government of India or any other Government body has not issued any show-cause notice or declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.

8. I/We understand that MDI decision will be final for the evaluation of Bids.

9. I/We have gone through all terms & conditions of the tender documents before submitting the same and accept the same along with the technical specification and all other conditions mentioned in the documents; including the condition that MDI is not bound to accept the lowest bid.

(Signature of the Authorized Signatory with Stamp)

Name and Designation of the Signatory

Company Stamp

Date:

Financial Bid

Sr. No.	Item *	Qty*	Quoted Rate	GST (%)	Total Price excluding GST in Rs.	Total Price including GST in Rs.
1.	All items as per Annexure-1	lumpsum				
	Total					
	GST					
	TCS @1%					
	Grand Total (Total + GST + TCS)					

*Details in Annexure-1, AS IS WHERE IS BASIS.

- Total bid price should be inclusive of all taxes and levies, transport, loading, etc.
- Quotation Validity Date: 90 days from the last date of Submission of quotation/tender.

Authorized Signatory (Signature in Full)

Name and Designation of Signatory

Company Stamp

Date: