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SURVEY OF INDIA

Meghalaya & Arunachal Pradesh
Geo-Spatial Data Centre,
Shillong.
Post Box No. # 89
Malki, Shillong – 793 001
Meghalaya, India

No. S- 613 /15-L-2

Date 31st March, 2017

TENDER

TENDER No. : - DISP/Meghalaya & Arunachal Pradesh GDC/2017/2

SUB: DISPOSAL OF UNSERVICEABLE IT EQUIPMENTS AND INSTRUMENTS – TENDER CALLED FOR.

For and on behalf of the President of India, the Director, Meghalaya & Arunachal Pradesh GDC, Survey of India, Malki, Shillong-793001 invites sealed tender for auction of unserviceable stores (as per the list attached at **Annexure – II**) which is lying at the Survey of India premises on “**As is where is basis**” and the unserviceable items may be inspected on **26-04-2017** between **11:00 hrs.** to **13:00 hrs.** & **14:00hrs.** to **16:00 hrs.**

1. Particulars of the Tender.

(a)	Designation & Address of the authority inviting Tender	Director, Meghalaya & Arunachal Pradesh GDC, Survey of India, Malki, Shillong-793001, Meghalaya, Phone : 0364-2223320, Fax : 0364-2224937, 0364-2223170, Email: megh.gdc soi@gov.in
(b)	Last date and time of sale of tender document	02-05-2017(16:00 hrs.)
(c)	Last date and time of receiving bids	03-05-2017 (13 : 00 hrs.)
(d)	Date and time of opening bids	03-05-2017(15-00 hrs.)

2. TERMS & CONDITION

1. The tender should be submitted in a sealed cover duly marked as “TENDER FOR DISPOSAL OF UNSERVICEABLE IT EQUIPMENTS AND INSTRUMENTS DUE ON 03-05-2017 (13-00 Hrs.)”.
2. The Tender document can either be purchased from E & AO, Meghalaya & Arunachal Pradesh GDC, Survey of India, Malki, Shillong on payment of Rs. 100/- by cash / in form of D.D. in favour of E&AO, M & Ar. P GDC, Survey of India, Shillong, or, can be downloaded from Survey of India website www.surveyofindia.gov.in and in such case the tenderer has to pay the tender document cost in form of D.D. for Rs. 100/- drawn in favour of the **Establishment & Accounts Officer, M. & Ar. P. GDC, Survey of India, Shillong** Which is to be enclosed with the Tender. In either case the Cash Receipt/DD should be enclosed with the Tender, failing which the tender will not be accepted.
3. The tender duly signed by the tenderer must be addressed to the “**Director, M. & Ar. P. GDC, Survey of India, Malki, Shillong-793 001, Meghalaya**” and not to any individual by name, and may be dropped in the **Tender box** kept in the Store Section or may be sent to this office by Post which should reach before 03-05-2016(13-00 hrs.).The Director, Meghalaya & Ar. P GDC, Survey of India shall not be responsible for any postal delay or non-receipt of tender by due date and time for any

4. Tender must be accompanied by an EMD amounting to Rs. 5,000/- (Rupees five thousand only) in the shape of Demand Draft payable at any **Nationalized Bank in Shillong** drawn in favour of **"The Establishment & Accounts Officer, M. & Ar. P. GDC, Survey of India, Shillong"**. **The Demand Draft should not be Account payee.**
5. The amount should be quoted both in figure and words. No correction or overwriting in the quotation should be made.
6. Each page (total six pages) of the Tender should be duly signed by the tenderer. Incomplete or unsigned tenders are liable to be rejected.
7. **Amount payable on account of VAT/Sale tax (applicable in the state of Meghalaya) towards sale/transaction shall be paid by the successful tenderer in addition to the quoted rate. All such taxes shall be deposited by the successful tenderer directly to the concerned authority and copy of such challan(s) shall be submitted to O/o. M. & Ar. P. GDC, Shillong at the time of taking delivery of the unserviceable stores.**
8. Name and address of the tenderer with telephone/Cell phone No. should be mentioned in the tender document.
9. The Tender shall remain valid for 90 days from the date of opening of the Tenders.
10. Tenderer if so desire may be present on the date and time of opening of the Tenders.
11. Acceptance of the offer will be notified to the successful bidder as soon as decided by the Board.
12. The successful tenderer will have to deposit the full amount quoted in the tender within 7(seven) days from the date of notification of acceptance and will take delivery of the Unserviceable Store within 5(five) days from the date of deposit of the amount. Permission to take away the condemned stores on Gazetted Holidays or non-working days will not be granted under any circumstances.
13. If the tenderer fails to deposit the amount within the stipulated time, the earnest money will be forfeited and no further correspondence will be entertained by the office.
14. No assistance whatsoever shall be provided by this department for lifting the items for disposal. The successful bidder shall have to make his/her own arrangements for shifting the condemned material to his site, at his/her own cost. No condemned item is to be left in the office premises. If any material is not lifted within the stipulated time then the deposited EMD will be forfeited.
15. The enclosed certificate annexed as Annexure – I (page4) duly filled in and signed by the tenderer should be attached along with the quotation as a token of acceptance of the terms and conditions.
16. The Director, M. & Ar. P. GDC reserves the right to reject any or all Tenders without assigning any reasons thereof.

Encl. Annexure – I & II

TENDER ACCEPTANCE FORM

From:

Name & Address & contact No. of the Tenderer :
(In capital letters)

It is certified that I/we have understood all the terms and conditions of Tender No. S -613/15-L-2, dt. 31-03-2017 and I am/we are ready to accept the same without any variation. I/we understand that in the event of non compliance of the terms & conditions, my/our earnest money shall be forfeited.

I undertake that

I/we have inspected the Unserviceable Stores and am/are interested to purchase the same on "As is where Basis is"

My/our offer for the above mentioned Unserviceable stores is Rs.....

(Rupees)

Signature of the Tenderer with date

To,

The Director,
M. & Ar. P. GDC, Survey of India
Malki, Shillong- 793001
Meghalaya

Annexure - II

Sl. No	IT EQUIPMENTS	TOTAL
1	Computer, Desktop	8
2	Computer, Workstation	4
3	Laptop	6
4	Hp Deskjet 800PS Plotter	1
5	Scanner, Contex Couger 36"	1
6	DMP MSP 355 TVS Printer	1
7	DMP WEP HO 1070+ Printer	1
8	Hp deskjet 640 Printer	1
9	Hp Deskjet Printer	1
10	UPS, 500 VA	4
11	UPS, 750 VA	1
12	UPS, 1KVA	4
13	Hard Disk External, 80 GB	1
14	Tablet PC	2
15	Hp Officejet V40, Printer-Fax-Scanner-Copier	1
16	Dot Matrix Printer	2
17	Voltage Stablizer, 2KVA	1

Sl. No	INSTRUMENTS	TOTAL
1	MA-5, Alidate	5
2	Level, Wild	4
3	Auto Level Nib - 3	5
4	Auto Level Nib - 6	13
5	DI 3S EDM Instrument	1
6	Electronic Desk Calculator	1