



NATIONAL INSTITUTE OF OCEANOGRAPHY

Council of Scientific & Industrial Research (CSIR)

DONA PAULA, GOA – 403 004

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Web site: <http://www.nio.org>

No: NIO/HQ/8(48)G/STS-XXXVII

Dated: 25th April 2011.

TENDER DOCUMENT

Sealed tenders are invited from intending purchasers for the **Unserviceable & obsolete Scientific Stores such as Unserviceable Scientific items, Unserviceable instruments from R.V. Gaveshani, Unserviceable Air conditioners and freezers, Old Electric 220V 3 PH Power Generators of RV Gaveshani, Old and damaged wooden furniture items, Old spare parts/scrap materials/pulleys, unserviceable furniture items, Old and rusted wire ropes in 5 spool/pipes/electric items/windows frames, scrap items, fire wood spread around NIO campus etc. etc. (Total 9 Lots)** on "AS IS WHERE IS, WHAT IS & NO COMPLAINT" BASIS.

Lot No.	Description of items	Location
1.	Unserviceable Scientific items	Stores Godown
2.	Unserviceable instruments from RV Gaveshani	Stores Godown
3.	Unserviceable Air conditioners and Freezers	Stores Godown
4.	Old electric 220V 3 PH Power Generator of RV Gaveshani	Stores Godown
5.	Old & damaged Wooden Furniture items	Near Store Godown
6.	Old spare parts /Scrap material/Pulleys	Gas Shed
7.	Unserviceable furniture items	Gas Shed
8.	Old & Rusted Wire ropes in 5 spool /pipes/electrical items/windows frames, scrap items	Old Hostel
9.	Fire wood spread around NIO campus	Around Old hostel/ Cardium

The said stores shall be available for inspection on any working day from 2nd May 2011 to 23rd May 2011 (Time: 10.00 AM. to 12.00 NOON.)

No fees leviable, if tender documents is downloaded from the NIO website <http://www.nio.org>. However, the tender documents can also be obtained from the office of the Stores & Purchase Officer, National Institute of Oceanography, Dona Paula, Goa 403 004 on payment of the Tender documents fee of Rs. 200/- (Rupees two hundred only) Non-

refundable from 2nd May 2011 to 23rd May 2011 (Time 10.00 AM to 12.00 NOON).

LAST DATE FOR RECEIPT OFFER

Tenders completed in all respects along with **ten per cent** of Earnest Money Deposit (EMD) of the quoted price to be submitted in the same office on any working day till 24th May 2011 up to 12.30 PM.

Your offer shall be enclosed in a double cover. The inner cover shall be Sealed and Superscripted as ” Unserviceable/obsolete/Scrap Materials and Ref. No: NIO/HQ/8(48)G/STS-XXXVII Dated: 25th April ,2011.

The outer cover shall bear the address of the bidder and addressed to the Director, National Institute of Oceanography, Goa.

DATE AND TIME OF OPENING OF OFFER

The offer will be opened at 3.00 PM on 24th May,2011 in the presence of bidders or their authorized representatives, if any, present.

Stores & Purchase Officer

TERMS & CONDITIONS OF SALE

1. The items offered for disposal are “AS IS WHERE IS, WHAT IS & NO COMPLAINT BASIS” in up-packed condition and are subject to levy of Sales Tax, Tax Collection at Source(Income Tax)/Excise Duty and other or Central Taxes that may be extra as applicable on the date of sale.
2. The bidder may be allowed to inspect the items at the site of NIO Premises, Stores Section on any working day from 2nd May, 2011 to 23rd May 2011 between 10.00AM to 12.00PM by prior appointment to satisfy himself inter-alia, about the quality and condition of the items offered. No complaints whatsoever will be entertained after the offers are submitted on or before or after the items removed and no request for inspection after submission of offer will be entertained under any circumstances.
3. Bidders should quote clearly their rates in the prescribed form attached, both in figures as well as in words. No warranty or guarantee in respect of nos./weights shall be implied. Any over-writing in rates or changes or alterations without attestation are liable to culminate in the out-right rejection of the offer. Offers not indicating rates **EXCLUSIVE** of all other Taxes, TCS and Levies are also liable to be summarily

rejected. It must be clearly understood that Income Tax/Sales Tax/Excise Duty, if any, and other Government levies as may be applicable on the date of delivery will be payable by the bidder in addition to the accepted rates.

4. The Director, National Institute of Oceanography, reserves the right to reject the offers either in part or in full and take alternate steps for disposal of the items in the best interest of the institution.

EARNEST MONEY

- A) Earnest Money Deposit (EMD) has to be deposited for an amount of ten percent of the quoted price. The EMD must be accompanied along with the offers by way of Demand Draft drawn in favour of the Director, National Institute of Oceanography, payable at Panaji/Dona Paula drawn on any schedule bank failing which the offer shall be summarily rejected. No interest shall be payable on the deposit.
- B) The Earnest Money in respect of unsuccessful bidders will be refunded within a week's time.
- C) The Earnest Money of the successful bidder will be refunded within one week of the satisfactory completion of the whole transaction and after lifting the items.
- D) No withdrawal or modifications/amendment etc. of the offered rates will be permitted under any circumstances once the offer has been opened at the scheduled time and date. The offer of any bidders who violates this condition will be summarily rejected and amount deposited by him on account of Earnest Money will automatically stand forfeited.
- E) The bidder shall deposit, within Seven working days from the date of communication of the acceptance of offer, the full price of the material that may be released in his favour by Demand Draft in favour of Director, National Institute of Oceanography, Dona Paula, Goa before removal of the item. No other mode of payment shall be entertained.
- F) In case of failure on the part of the bidder to deposit full value of the items as prescribed at (I) above, the Director, National Institute of Oceanography may at his discretion, allow extension of time for such deposit upto a further period of 10 days, on payment of a penalty of 1% on the full value of offer per day subject to a maximum of 10% of the offered amount. On the expiry of such an eventually, the Earnest Money deposit shall also stand forfeited automatically.

CASH PAYMENT

Cash payment will be received by the Cashier, National Institute of Oceanography, Dona Paula, Goa only towards **Tender document fee is Rs.200/- (Non-refundable)** upto 23rd May, 2011 between 10.00AM to 12.00PM. during working days. This Institute will remain closed on all Saturdays and Sundays, besides approved holidays.

DELIVERY/ DESPATCH

- A) The items shall be removed by the bidder from the site within 10 working days of the Delivery Order. If deliveries are not taken within 10 working days, penalty of Rs. 500/- (Rupees five hundred only) per day per lot will be charged after expiry of initial period till the last day of complete delivery. If the items are not removed within 60 days from the date of release order, the Director, NIO shall reserve the right to cancel the bid, in which case the entire payment made by the bidder will stand forfeited.
- B) The items will be allowed to be lifted/removed only on working days of the Institute from 10.00 A.M. to 04.00 P.M.. The items shall in every respect, remain at the risk of the bidder from the date of bidding. The Director, National Institute of Oceanography (NIO), shall not accept any liability for the safe custody of preservation thereof from that date. No picking, choosing or sorting will be allowed in the premises for the disposal lots.
- C) The bidder shall give at least two days advance intimation in writing of the date(s) on which he intends to lift the items. The bidder shall have to make its own arrangement including, labour, transport for lifting the auction materials.
- D) Should the original bidder wish to take delivery of the materials/ lots auctioned through a representative, he must authorize the latter by a letter of authority, which shall be presented to the Director, National Institute of Oceanography who may at his entire discretion decline to act on any such authority unless bidder satisfies the Director, National Institute of Oceanography, that the authority is genuine. Delivery by proxy will be at the bidder's sole responsibility and risk and no claim shall lie against the Director, National Institute of Oceanography (NIO) on any account whatsoever, if delivery is effected to a wrong person.

GENERAL

- a) The Earnest Money and the payment made for the materials will stand forfeited, without prejudice to NIO's other rights, in case the successful bidder either withdraws or modifies his offer or cancels the offer or part thereof or does not abide by any or all of the terms and conditions of the offer or does not lift the material within the specified time limit.
- b) In the said eventually the Director, NIO will be at liberty to dispose-off the awarded material, or balance thereof, in any manner he may deem fit without any intimation to the bidder concerned and without assigning any reason whatsoever.
- c) The Earnest Money deposit shall also stand forfeited if the offer for sale is not accepted or acted upon by the bidder within the prescribed time limits shown in the offer. All offers will be sent by Registered Post and would be deemed to have been delivered within a reasonable facility.

- d) In no case will any request for extension of time limit for lifting the material or waving-off the ground rent will be entertained on the ground of non-availability of transport facilities.
- e) The bidder should furnish full particulars of the status enjoyed by him on the trade, Bank reference and Income Tax clearance certificate, Sales Tax Registration etc.
- f) The Director, National Institute of Oceanography, Dona Paula, Goa reserves the right to reject any or all the offers received, at any time without assigning any reasons thereof.
- g) The bidder shall be responsible for any damage done to institute property or premises while removing the items taken over by him and shall make good the damages or pay suitable compensation in lieu thereof, which may be decided by the Director, NIO.
- h) The Director, National Institute of Oceanography, also reserves the right to relax, modify or cancel any of the above conditions at his own discretion, if he is satisfied that it would be in public interest to do so.
- i) In the even of default of any of the terms & conditions as specified above, the decision of the Director, NIO shall be final and binding.
- j) Offer documents are not transferable.
- k) The materials will be disposed-off subject to jurisdiction of Civil Court of Goa.

Stores & Purchase Officer

Lot No.	Description of items	Location
1.	Unserviceable Scientific items	Stores Godown

FROM: _____

Ph.No:Mob.No. _____

Date : _____

To,
The Director,
National Institute of Oceanography,
DONA PAULA – GOA 403 004

Sub: Disposal of Stores as above

Sir,

I/We hereby offer our rate(s) for the purchase of **above lot** against Auction Notice No: NIO/HQ/8(48)G/STS-XXXVII published in newspapers/NIO Website.

1. Name of the Firm/Bidder & Address : _____
2. Manufacturing process or nature of business : _____
3. Status : _____
4. Rate Quoted – (Exclusive of Taxes etc) - Rs. _____ (Rupees _____
(No over writing, correction if any should be attested) _____
5. Earnest Money Deposit (EMD) : Enclosed Demand Draft No: _____
dated: _____ for Rs. _____
6. Name of the Banker : _____
7. Do you pay Income Tax : Yes / No
(If answer is Yes, please attach certified copies of receipts for the last three years / furnish Income Tax clearance Certificate from the appropriate Tax Authority)

I/We hereby accept and agree to abide by the Terms & Conditions stipulated by the Director, National Institute of Oceanography, Dona Paula, Goa for the disposal of the said item.

Yours faithfully,

(Signature of Bidder)
for and on behalf of

Place: _____ Date : _____

Encl: Demand Draft as above

Lot No.	Description of items	Location
2.	Unserviceable Instruments from RV Gaveshani	Stores Godown

FROM: _____

Ph.No:Mob.No. _____

Date : _____

To,
The Director,
National Institute of Oceanography,
DONA PAULA – GOA 403 004

Sub: Disposal of Stores as above

Sir,

I/We hereby offer our rate(s) for the purchase of **above lot** against Auction Notice No: NIO/HQ/8(48)G/STS-XXXVII published in newspapers/NIO Website.

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2. Manufacturing process or nature of business : _____
3. Status : _____
4. Rate Quoted – (Exclusive of Taxes etc) - Rs. _____ (Rupees _____
(No over writing, correction if any should be attested) _____
5. Earnest Money Deposit (EMD) : Enclosed Demand Draft No: _____
dated: _____ for Rs. _____
6. Name of the Banker : _____
7. Do you pay Income Tax : Yes / No
(If answer is Yes, please attach certified copies of receipts for the last three years / furnish Income Tax clearance Certificate from the appropriate Tax Authority)

I/We hereby accept and agree to abide by the Terms & Conditions stipulated by the Director, National Institute of Oceanography, Dona Paula, Goa for the disposal of the said item.

Yours faithfully,

(Signature of Bidder)
for and on behalf of

Place: _____ Date : _____

Encl: Demand Draft as above

Lot No.	Description of items	Location
3.	Unserviceable Air conditioner and freezer	Stores Godown

FROM: _____

Ph.No:Mob.No. _____

Date : _____

To,
The Director,
National Institute of Oceanography,
DONA PAULA – GOA 403 004

Sub: Disposal of Stores as above

Sir,

I/We hereby offer our rate(s) for the purchase of **above lot** against Auction Notice No: NIO/HQ/8(48)G/STS-XXXVII published in newspapers/NIO Website.

1. Name of the Firm/Bidder & Address : _____
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3. Status : _____
4. Rate Quoted – (Exclusive of Taxes etc) - Rs. _____ (Rupees _____
(No over writing, correction if any should be attested) _____
5. Earnest Money Deposit (EMD) : Enclosed Demand Draft No: _____
dated: _____ for Rs. _____
6. Name of the Banker : _____
7. Do you pay Income Tax : Yes / No
(If answer is Yes, please attach certified copies of receipts for the last three years / furnish Income Tax clearance Certificate from the appropriate Tax Authority)

I/We hereby accept and agree to abide by the Terms & Conditions stipulated by the Director, National Institute of Oceanography, Dona Paula, Goa for the disposal of the said item.

Yours faithfully,

(Signature of Bidder)
for and on behalf of

Place: _____ Date : _____

Encl: Demand Draft as above

Lot No.	Description of items	Location
4.	Old electric 220V 3PH power Generator of RV Gaveshani	Stores Godown

FROM: _____

Ph.No:Mob.No. _____

Date : _____

To,
The Director,
National Institute of Oceanography,
DONA PAULA – GOA 403 004

Sub: Disposal of Stores as above

Sir,

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(No over writing, correction if any should be attested) _____
5. Earnest Money Deposit (EMD) : Enclosed Demand Draft No: _____
dated: _____ for Rs. _____
6. Name of the Banker : _____
7. Do you pay Income Tax : Yes / No
(If answer is Yes, please attach certified copies of receipts for the last three years / furnish Income Tax clearance Certificate from the appropriate Tax Authority)

I/We hereby accept and agree to abide by the Terms & Conditions stipulated by the Director, National Institute of Oceanography, Dona Paula, Goa for the disposal of the said item.

Yours faithfully,

(Signature of Bidder)
for and on behalf of

Place: _____ Date : _____

Encl: Demand Draft as above

Lot No.	Description of items	Location
5.	Old & damaged Wooden Furniture items	Near Store Godown

FROM: _____

Ph.No:Mob.No. _____

Date : _____

To,
The Director,
National Institute of Oceanography,
DONA PAULA – GOA 403 004

Sub: Disposal of Stores as above

Sir,

I/We hereby offer our rate(s) for the purchase of **above lot** against Auction Notice No: NIO/HQ/8(48)G/STS-XXXVII published in newspapers/NIO Website.

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3. Status : _____
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(No over writing, correction if any should be attested) _____
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dated: _____ for Rs. _____
6. Name of the Banker : _____
7. Do you pay Income Tax : Yes / No
(If answer is Yes, please attach certified copies of receipts for the last three years / furnish Income Tax clearance Certificate from the appropriate Tax Authority)

I/We hereby accept and agree to abide by the Terms & Conditions stipulated by the Director, National Institute of Oceanography, Dona Paula, Goa for the disposal of the said item.

Yours faithfully,

(Signature of Bidder)
for and on behalf of

Place: _____ Date : _____

Encl: Demand Draft as above

Lot No.	Description of items	Location
6.	Old spare parts / scrap material / Pulleys	Gas Shed

FROM: _____

Ph.No:Mob.No. _____

Date : _____

To,
The Director,
National Institute of Oceanography,
DONA PAULA – GOA 403 004

Sub: Disposal of Stores as above

Sir,

I/We hereby offer our rate(s) for the purchase of **above lot** against Auction Notice No: NIO/HQ/8(48)G/STS-XXXVII published in newspapers/NIO Website.

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dated: _____ for Rs. _____
6. Name of the Banker : _____
7. Do you pay Income Tax : Yes / No
(If answer is Yes, please attach certified copies of receipts for the last three years / furnish Income Tax clearance Certificate from the appropriate Tax Authority)

I/We hereby accept and agree to abide by the Terms & Conditions stipulated by the Director, National Institute of Oceanography, Dona Paula, Goa for the disposal of the said item.

Yours faithfully,

(Signature of Bidder)
for and on behalf of

Place: _____ Date : _____

Encl: Demand Draft as above

Lot No.	Description of items	Location
7.	Unserviceable furniture items	Gas Shed

FROM: _____

Ph.No:Mob.No. _____

Date : _____

To,
The Director,
National Institute of Oceanography,
DONA PAULA – GOA 403 004

Sub: Disposal of Stores as above

Sir,

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Yours faithfully,

(Signature of Bidder)
for and on behalf of

Place: _____ Date : _____

Encl: Demand Draft as above

Lot No.	Description of items	Location
8.	Old and rusted wire ropes in 5 spool/pipes /electrical items/windows frames, scrap items.	Old Hostel

FROM: _____

Ph.No:Mob.No. _____

Date : _____

To,
The Director,
National Institute of Oceanography,
DONA PAULA – GOA 403 004

Sub: Disposal of Stores as above

Sir,

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I/We hereby accept and agree to abide by the Terms & Conditions stipulated by the Director, National Institute of Oceanography, Dona Paula, Goa for the disposal of the said item.

Yours faithfully,

(Signature of Bidder)
for and on behalf of

Place: _____ Date : _____

Encl: Demand Draft as above

Lot No.	Description of items	Location
9.	Fire wood spread around NIO campus	Around old Hostel/Cardium

FROM: _____

Ph.No:Mob.No. _____

Date : _____

To,
The Director,
National Institute of Oceanography,
DONA PAULA – GOA 403 004

Sub: Disposal of Stores as above

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7. Do you pay Income Tax : Yes / No
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I/We hereby accept and agree to abide by the Terms & Conditions stipulated by the Director, National Institute of Oceanography, Dona Paula, Goa for the disposal of the said item.

Yours faithfully,

(Signature of Bidder)
for and on behalf of

Place: _____ Date : _____

Encl: Demand Draft as above