

To,

Date : 2/3/2022

All interested bidders

Refⁿ : 5-24/RC-GRC/Obsolete/18-19/1153

Dear Sir/ Madam,

Sub: Notice Inviting for Auction for disposal of obsolete IGNOU Study Materials (Books)

Sealed tenders are invited for disposal of obsoletes study materials (books) on "As is where basis is"

The detail of notice is as under:

- 1.All the material are offered for sale on "as is where is" basis. The details of the materials kept for auction is available on our website i.e., www.rcguwahati.ignou.ac.in
- 2.The bidder who wants to participate in the auction process has to submit their sealed quotation to this office on or before 9th March,2022
- 3.For any additional information regarding auction the intending bidder can contact following official

IGNOU RC Guwahati, H/No-71, Chrisitan Basti, GMCH Road,
Guwahati-781005

Telephone No: 0361-2343785

IGNOU RC Guwahati Auction System

Basic Detail

1. Auction Title : Disposal of obsoletes IGNOU study materials (books)
2. Description : Study materials (Books)
3. Details : Study materials (Books) of **1100 Kgs (Approx.)**
4. Lot Type : Single
5. Product Category : Obsolete
6. Inviting Officer : Regional Director
7. Inviting Officer Address : IGNOU RC Guwahati, H/N-71, Christian Basti, GMCH Road, Ghy-05

Fee Details

8. Auction Fee Required : Yes
9. Auction Fee : Rs. 100/-
10. Fee Payable To : IGNOU
11. Fee Payable At : Guwahati
12. Solvency Value : No
13. Payment Mode : Offline/ Online
14. Payment Instrument : **Auction Fee and Amount of the Bid Value is preferably** to be paid through RTGS/NEFT/ECS through a schedule bank to the following account and copy of the receipt of payment made is to be technical bid document at the time of submission. However , payment may be made in DD or Cash also:
- 15.

Account No & name	IFSC Code	Bank Name	Branch Address
50100251382672 IGNOU PFMS- Guwahati	HDFC0001474	HDFC BANK	JAY KAY HERITAGE,CHRISTIAN BASTI, GUWAHATI-5

Critical Dates

- | | DD/MM/YYYY | Hrs Mins |
|--|------------|-----------|
| 16. Date of Publication : | 02-03-2022 | 12:00 Hrs |
| 17. Start Date for Material Inspection : | 02-03-2022 | 13:00 Hrs |
| 18. End Date for Material Inspection : | 09-03-2022 | 13:30 Hrs |
| 19. Document Submission Start Date : | 02-03-2022 | 14:00 Hrs |
| 20. Document Submission Last Date : | 09-03-2022 | 14:00 Hrs |
| 21. Opening of Tender (expected) : | 09-03-2022 | 16:30 Hrs |

Terms and Conditions

Technical/ Financial Term:

1. Bidder will be considered for evaluation who will deposit auction fee, in original within prescribed time limit in the IGNOU RC Guwahati. Further all other documents mention in the bid should also to be submitted.
2. Original Document if asked by the Authority should be produced immediately by the bidder.
3. Acceptance of auction will rest with the authority, who reserves the right to reject any or all auction without assigning any reason. The auction whose offer is accepted will have to complete the contract form within stipulated time of being notified to do so and shall abide by all the rules and regulations and special conditions enumerated or attached herewith.
4. The offer shall remain valid for the period of 60 (Sixty) days from the date of issue of Acceptance Letter.
5. The auction price of Study materials (Books) should be quoted as per the format mentioned in Annex I.

Payment Terms:

1. The payment of 100% amount shall be paid to the IGNOU RC Guwahati then only Sales Release order will be issue.

Lifting period:

1. The successful buyer have to lift the material by employing their own labour and transport at their own cost within 7 days from date of issue of sales release order after making the payment of 100% of sale value..

General terms:

1. Bidder shall submit copies regarding to personal detail, technical document along declaration duly signed and sealed by the authorised representative of the Bidder.
2. Quotation letter in the sealed envelope super subscribe as “Tender for disposable of Obsolete Study material (books)”, should address to Regional Director, IGNOU R C Guwahati, Christian basti, Guwahati-05.
3. Any change in auction schedule or auction term and condition will be available online on IGNOU RC Guwahati website. IGNOU RC Guwahati will not be responsible for ignorance of bidder to see updates on website.
4. The actionable material shall be disposed of in “AS IS WHERE IS” basis. It is expressly understood that the bidder is fully satisfied himself regarding the quality, quantity & condition of auction able material before bidding. The disposable materials are normally kept in the yard in open space and the concerned office will not be responsible for any damage/ loss of the material.
The number/ quantities or tonnage & nature of material given are only indicative & the material will be sold without any regard or consideration to these number/ tonnage of material & no warrantee shall be implied. It is presumed that the bidder is fully aware of lot put to auction and no complaint whatsoever will be entertained after the bid is made.
5. Auction material lying “as is where is” basis will have to be lifted by bidder at his own cost.
6. The bid shall remain valid for a period of 60 days from the date of issue of Acceptance Letter.
7. Only after Sale release order is awarded to particular bidder the concerned bidder has to lift the auction purchase material from the site as specified earlier.
8. Any Change in auction notice or its cancellation is unquestionable.

9. Conditional auction is not acceptable.
10. IGNOU RC Guwahati has the right of cancelling the auction notice its procedure at any stage.
11. **COUNTER TERMS & CONDITIONS OF PURCHASERS:** Whether counter terms and conditions/printed cyclostyled conditions have been offered by the purchaser, the same shall be deemed to have been accepted by the Seller unless specific written acceptance thereof obtained.
12. **SIGNING OF QUOTATION:** The quotation is liable to be ignored if complete information is not given therein or if the particulars and data (if any) asked for in the schedule to the quotation are not filled in. Particular attention must be paid to the delivery dates and time in this respect is the essence of the contract and also to the general conditions of contract as the contract would be governed by those terms and conditions.
13. A person signing the quotation from or any documents forming part of the contract on behalf of another shall be deemed to be a warranty that he has authority to sign it, on enquiry if it appears that the persons signing had no authority, Seller will have the right to cancel the contract and hold the signatory liable for all cost, consequences and damages.

Date:

Signature of the Bidder or the Authorized Signatory
.....**Seal of the company with**
address

ANNEXURE-I

Name of the Individual/Firm:

SL.NO	Description of Items	Quantity (quantity may vary)	Rate Quote per Kg (Rs.)
1	Study Materials (Books)	1100 Kg (Approx)	

Rate quoted per kg in words.....

Signature.....

(Name:.....)

Annexure- II

Detail of Bidder

1. Individual/Bidder details

- a) Individual/Bidder name :
- b) Address :
- c) Bidder's Establishment Year :
- d) Individual/Company nature of Business :
- e) PAN/TAN Number (Copy uploaded) :
- f) Bidder Legal Status : i.e Private/Proprietary/Individual etc.
(for individual copy of PAN is mandatory)
- g) Bidder turnover During last three year (if any) :
- h) Bidder website address (if any) :

2. Bank Details:

- a) Principal Bank Name :
- b) Principal Bank Address :

3. Contact details:

- a) Title (Name of the Firm/Person) :
- b) Contact Name :
- c) Contact E-Mail :
- d) Designation (if any) :
- e) Phone :
- f) Mobile :

4. Any other information bidder want to submit :

Sign. :.....

(Name:.....)

Bidder : M/s.....

Official seal of the Bidder (other than individual)

Annexure-III

DECLARATION OF THE BIDDER

I/We hereby declare that I/We have made myself/ourselves thoroughly conversant & accept with term and condition of auction for **Item type** in the state of Assam belonging to IGNOU RC Guwahati.

I/We have actually seen the total lot offered in auction and I/We are fully satisfied with the quantity, quality & Condition of available material kept for auction sale before bidding.

I/We hereby further declare that my/our bid is unconditional in any manner or whatsoever in nature.

All the information submitted by me/us are true and complete.

Sign. :.....

(Name:.....)

Bidder : M/s.....

Official seal of the Bidder (other than individual)