

**INDIAN ASSOCIATION FOR THE CULTIVATION OF SCIENCE
2A & B, RAJA S.C.MULLICK ROAD
JADAVPUR, KOLKATA-700032**

Tender No.: ADM/DISPOSAL/2017/002 dated 29th November, 2017

Sub: Disposal of obsolete/unserviceable Mechanical/Electrical and other miscellaneous items

1. The Complete tender bids should reach the office of the Registrar, (Dispatch Section), Indian Association for the Cultivation of Science, 2A & B Raja S. C. Mullick Road, Jadavpur, Kolkata-700032 on or before scheduled date & time as specified below.
2. The tenders should be submitted in sealed covers. Open tenders will be rejected.
3. The materials offered for disposal is on “AS IS WHERE IS & WHAT IS BASIS” Ex-go down in unpacked condition. Taxes & duties that may be levied by the Govt. will be extra as applicable.
4. The purchaser may inspect the materials between **11:00 AM to 1:00 PM on 18th December, 2017** by prior appointment to satisfy themselves about the quality & condition of the materials offered. No complaint whatsoever will be entertained after the tenders are submitted or before or after the materials are lifted. No request for samples or inspection after submission of the tender will be accepted.
5. No Items, once disposed of to the successful bidder, shall be taken back by this office, on any condition whatsoever.
6. Only one representative of each purchaser (with valid ID Proof/authorization by the firm) will be allowed to enter the IACS premises for inspection without vehicle.
7. Tenders should clearly quote their rates per unit as asked for both in figures and in words. Any overwriting in rates or any change and/or alteration without attestation is liable to culminate in the outright rejection of the tender. In case there is any error between the amount specified in figures and words, the higher of the two will be taken for consideration.
8. Tenders should be valid for a period of 30 (thirty) days from the date of opening of the tenders.
9. Earnest Money deposit equivalent to 10% of the amount quoted is to accompany the bids in the shape of Demand Draft only favouring **INDIAN ASSOCIATION FOR THE CULTIVATION OF SCIENCE**. Tenders not accompanied by EMD will be rejected. No interest will accrue on the EMD so deposited.
10. EMD of the successful bidder will be adjusted and the balance money should be paid within 5 days from the date of issue of award letter by Demand Draft. In case the store is not lifted within 10 days from the date of issue of award letter specified ground rent as decided by the committee per lot per day will be charged from the purchaser for a further period of 7 days. The materials not so removed will be treated as abandoned lots and the EMD and other sums paid for the lot will be forfeited without any reference to the purchaser. For such abandoned lots, the Authority of IACS reserves the right to re-sell.

11. The materials will be allowed to be lifted between 11.00 AM to 4.00 PM on any working days by prior appointment. No picking, Choosing or sorting will be allowed in the premises for the disposal lots.
12. Mis-description or error in quantity will not invalidate a sale. A proportionate refund will be made to the purchaser when the weight or number delivered is less than that have been specified in the tender.
13. The labour, transport and other arrangements will have to be made by the purchaser at their risk, cost and responsibility. Lifting of goods is to be made in the presence of IACS representative.
14. The person authorized by the purchaser will be allowed to take delivery.
15. The Authority of IACS reserves the right of withdrawing from the sale of any material or lots at any stage without assigning any reasons there for.
16. The address given in the tender shall be deemed to be the Purchaser's address and correspondence sent on that address shall be considered to have been delivered to the purchaser. No claim will be entertained for the reason of forfeiture of the sum deposited in case the correspondence is returned back undelivered.
17. The tenders duly completed as per the instructions given herein will be received upto **3rd January, 2018** at 2-00 p.m. Late bids i.e. bids received after the specified date and time of receipt, due to any reason whatsoever including postal delays shall not to be considered.
18. Tenders so received will be opened in the presence of the bidders, if any, at 3.00 PM on **3rd January, 2018**.
19. In the event of date being declared a closed holiday for purchaser's office, the due date for submission of bids and opening of technical bids will be the following working day at the appointed time.
20. This office may have the right to reject any or all tenders without assigning any reason whatsoever.
21. In case of any dispute, the decision of the Institute authority shall be final and binding on the bidders.

R E G I S T R A R (ACTING)