

**Premises Department**  
**FGMO, New Delhi**

**TENDER DOCUMENT FOR**

**SALE OF OLD/UNUSED AIR-CONDITIONERS, FURNITURE  
ITEMS AND MISCELLANEOUS ITEMS AT INDIAN BANK  
BUILDING, 17, PARLIAMENT STREET, DELHI-110001 IN  
“AS IS WHERE IS” AND “AS IS WHAT IS” BASIS**

IB/FGM DELHI/TENDER/05(i)/2024-25

Date: 24.01.2025

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**NOTICE INVITING TENDER**

S.No	Issue	Description
1	SUBJECT OF NIT	<p>Sale of old/unused Air-conditioners, Furniture items and miscellaneous items at Indian Bank Building, 17, Parliament Street, Delhi-110001 in "As is where is" and "As is what is" basis</p> <p>The work also includes Dismantling, Loading, Unloading &amp; Transporting along with spares &amp; accessories, as identified by Bank</p>
2	AVAILABILITY OF TENDER	<p>Tender may be down loaded from the bank's web site  <a href="http://www.indianbank.in/tender.php">http://www.indianbank.in/tender.php</a>                      from 24.01.2025</p>
3	LAST DATE & TIME OF SUBMISSION OF TENDER	Before 3:00 PM on 07.02.2025
4	PLACE OF SUBMISSION OF TENDER / OFFER	Indian Bank, FGMO Office, 1st floor, 17, Parliament Street, Delhi-110001
5	DUE DATE & TIME OF OPENING OF TENDER	3.30 PM on 07.02.2025 at the above mentioned address
6	INSPECTION OF MATERIAL WHICH PROPOSE TO DISPOSE  (STRICTLY ON WORKING DAYS ONLY)	<p style="text-align: center;">24.01.2025 to 06.02.2025</p> <p style="text-align: center;">(between 11.00 hrs to 16.00 hrs)</p>
7	EMD AMOUNT	Rs. 10,000/- towards EMD Demand draft in favour of "Indian Bank", payable at Delhi from any scheduled Bank shall be enclosed along with the Bid Documents. Tenders submitted without EMD will be summarily rejected
8	PERIOD OF COMPLETION OF WORK	15 Days from the date of work order.
9	CONTACT DETAILS	Phone No. - 011- 23362292/93

**Deputy General Manager**  
**Field General Manager Office Delhi**

**Premises Department**  
**FGMO, New Delhi**

**TENDER FORM**

To

Deputy General Manager  
Indian Bank FGM Office,  
1<sup>st</sup> Floor, Parliament Street,  
Delhi-110001

Sub: Sale of old/unused Air-conditioners, Furniture items and miscellaneous items at Indian Bank Building, 17, Parliament Street, Delhi-110001 in “As is where is” and “As is what is” basis

Ref: Your website advertisement tender ref. IB/FGM DELHI/TENDER/05(i)/2024-25 dated 24.01.2025

With reference to the above, we are pleased to submit our offer as below for Old/unused items Air-conditioners, Furniture items and miscellaneous items at Indian Bank Building, 17, Parliament Street, Delhi-110001 in “As is where is” and “As is what is” basis

Floor	Item description	Unit	Qty.	Rate	Total Amount
Basement	3 seater chrome chair	Nos.	1		
	Sofa single seater	Nos.	4		
	Sofa 3 seater	Nos.	2		
	Table	Nos.	3		
	Sofa 2 seater	Nos.	1		
	Scrap items	Lot	1		
	Chairs	Nos.	9		
	Weighing machine	Nos.	1		
	Electric motor	Nos.	1		
	Cooler	Nos.	1		
	Window AC	Nos.	1		
	Fridge	Nos.	1		
	AC indoor	Nos.	2		
	Oil Heater	Nos.	1		
	Iron battery stand	Nos.	3		
	Wooden scrap items	Lot	1		
	CNG Cylinder	Nos.	1		
Water pump	Nos.	1			
Ground	Glow Signage Board	Nos.	2		
	Wooden doors	Nos.	2		
	Generator 125 Kva (Kirloskar make)	Nos.	1		
	Strong Room Door	Nos.	4		

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	Iron pole	Nos	1		
	3 seater sofa	Nos	1		
<b>Bike parking area, G.F</b>	Motor & pump set	Nos.	1		
	Wooden scrap items	Nos.	1		
	Sofa 3 seater	Nos.	1		
	Double bed wooden	Nos.	1		
	LED Boards	Nos.	8		
	Signage Board	Nos.	4		
	Iron frame	Lot	1		
	Electrical cables 250 sq.mm	bundle	1		
<b>3rd floor</b>	Chairs	Nos	103		
	Wooden tables	Nos.	23		
	Wooden Scrap	Lot	1		
	Steel Scrap	Lot	1		
	Steel racks	Nos.	3		
	Aluminium Window frame	Nos.	10		
	Wooden Door	Nos	03		
<b>4th floor</b>	Chairs	Nos.	51		
	Window AC	Nos.	3		
	Outdoor AC	Nos.	3		
	Indoor AC	Nos.	1		
	Steel Almirah	Nos.	04		
	Steel file cabinets Big	Nos.	16		
	Steel file cabinets Small	Nos.	07		
	Wooden table	Nos.	12		
	Sofa 4 seater	Nos.	1		
	Iron sheet	Nos.	3		
	Mono Block pump 3 H.P	Nos.	2		
	Stabilizer Big	Nos	1		
	3 seater (iron)	Nos	1		
	Wooden storage	Nos	3		
	Wooden Chair	Nos	1		
	Dish Antenna	Nos	1		
	Display	Nos	1		
	Blower with motor (big)	Nos	1		
Wooden Notice board	Nos	2			
Iron Stand	Nos	1			

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<b>Terrace</b>	Scrap items	Lot	1		
	Iron pipe 8"	Ft	75		
	Iron Jali	Nos.	2		
	G.I Pipe 2"	Ft	40		
	Table	Nos.	1		
	Dish antenna	Nos.	1		
<b>Total Amount (Rs.) excl. GST (A)</b>					
<b>GST amount (B)</b>					
<b>Gross Total (A+B) Rs.</b>					

**Date & Place**

**Signature & seal of the tenderer**

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Details of DD towards EMD amount:

Named & Address of issuing Bank / Branch	Draw in favour of	Date of Issue	DD No.	Amount (Rs)

**DECLARATION OF THE TENDERER**

We submit our offer subject to the terms and conditions, which we have carefully read and understood. By submitting this tender, we express our acceptance to all the terms and conditions of the sale.

NAME OF THE TENDERER:

\_\_\_\_\_

ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_

CONTACT PERSON:

\_\_\_\_\_

Ph: \_\_\_\_\_

MOBILE: \_\_\_\_\_

GST: \_\_\_\_\_

PAN: \_\_\_\_\_

**Date & Place**

**Signature & seal of the tenderer**

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**GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS**

1. Tenders are hereby invited by the Indian Bank, Field General Manager Office 17, Parliament Street, Delhi-110001, for "Sale of old/unused Air-conditioners, Furniture items and miscellaneous items at Indian Bank, 17, Parliament Street, Delhi-110001 in "As is where is" and "As is what is" basis. The work also includes Dismantling, Loading, Unloading & Transporting along with spares & accessories, as identified by Bank
2. The materials are offered for sale in 'as is where is' condition. Prospective tenderers should inspect the materials before tendering since no complaint regarding the quality, description, quantity, etc. will be entertained once the tender is submitted. They will be deemed to have inspected the materials once they submit their tender whether they have actually inspected them or not and the 'Principle of Caveat Emptor' will apply. Inspection can be had from 24.01.2025 to 06.02.2025 during office working hours at Indian Bank, 17, Parliament Street, Delhi-110001.
3. Tenderer are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the site and dimensions, the means of access to the site, and obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender.
4. Last date of receipt of tender is on or before 07.02.2025 by 3.00 p.m. Completed tender forms should be dropped in the tender box kept at Indian Bank, 17, Parliament Street, Delhi-110001. Late tenders will not be entertained.
5. The tenderers should submit their offers only in prescribed tender form, as floated in Bank's website. All tender offers shall be firm and valid for a period of one month from the due date of tender. Tender deposit as specified/noted against each should be remitted by way of DD favouring Indian Bank. Payable at Delhi, drawn on any Scheduled Bank payable at Delhi.
6. Only persons or firms having GST Number shall be entitled to take part in the sale. The tenderers should indicate their GST & PAN numbers in the spaces provided for the same in this tender form.
7. The tender form should be complete in all respects. Incomplete tenders, tenders without the required details and combined offers are liable to be rejected.
8. All tender offers shall be valid for a period of one month from the due date. If any tenderer withdraws his offer within the said period of one week, the EMD paid by him would stand forfeited by Indian Bank. The tenders received before the due time, would be opened by the officials of Indian Bank in the presence tenderers on 07.02.2025 at 3.30 p.m. The decision on acceptance or otherwise of the offers will be conveyed to the tenderers by Bank.
9. Balance sale value & GST due by the successful tenderer should be remitted to Bank either by way of DD favouring Indian Bank, payable at Delhi or by way of NEFT (Bank/Branch -Indian Bank, Parliament Street Branch, A/c Number- 50209980864, IFSC- IDIB000P582, A/c Name - FGM OFFICE (NORTH) NEW DELHI) within 7 days from the date of Sale order. The EMD of the tenderer whose tender is accepted, shall be forfeited in full in case he does not remit the quoted value within 7 days from the date of sale order issued by BANK.

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10. The purchasers should take delivery of the materials within 10 days from the date of payment of sale amount.
11. Ordinarily, no extension of time will be granted for completing the delivery and if the successful tenderer fails to take delivery of the materials within the stipulated time, he will have no claim over the balance materials left uncleared or the amounts paid by him and the same will stand forfeited.
12. If the purchaser fails to remit the sale amount within the time allowed, the EMD/deposit remitted by successful bidder will be forfeited and the materials will be sold either by private negotiation or otherwise. In case the purchaser, after payment of the entire value fails to take delivery of the materials, the purchaser will have no claim whatsoever over the materials or on the amount paid. The purchaser will not be entitled to any profits on the re-sale, but the purchaser should make good any loss in the same. The materials remaining uncleared will be treated as abandoned.
13. All the materials will be lying at the risk of the tenderer from the time of acceptance of the tender.
14. GST as applicable should be paid extra along with the balance sale value.
15. In case of any dispute, the decision of Indian Bank, Field General Manager Office 17, Parliament Street, Delhi-110001 will be final and binding on all the parties
16. When the tenderer signs a tender in an Indian language the percentage above or below and the tendered amount and the total amount tendered should also be written in the same language. In the case of illiterate contractors the rates or the amounts tendered should be attested by a witness.
17. Earnest Money deposit amounting to Rs. 10,000/- in the form of Bank Draft drawn in favour of "Indian Bank" payable at Delhi must accompany the tender document and the same is to be kept in a sealed cover super-scribed "Tender for Sale of old/unused Air-conditioners, Furniture items and miscellaneous scrap items at Indian Bank Building, 17, Parliament Street, Delhi-110001"
18. The BANK reserves the right to accept the tender in full or in part and the tenderer shall have no claim for revision of rates or other conditions if his tender is accepted in parts.
19. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
20. All rates shall be quoted on the proper form of the tender alone. And shall be firm till completion of the work.
21. Unsolicited fresh/revised prices bids shall not be entertained
22. On acceptance of the tender, the name of the accredited representative(s) of the bidder who would be responsible for taking instructions from the Employer / Consultant shall be communicated to the Employer.



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23. No employee of the BANK is allowed to work as a contractor for a period of two years from his retirement from BANK service, without the prior permission of the BANK. The contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the BANK as aforesaid before submission of the tender or engagement in the contractor's service.
24. All rates shall be quoted on the proper form of the tender alone. Quoted rates and units different from prescribed in the tender schedule will be liable for rejection.
25. In case of other un-successful tenderers, the security deposit enclosed along with the tender shall be returned treating it individually. The Employer reserves the right to accept or reject any of the offer's without assigning any reason and no dispute or negotiation will be entertained in this regard. The Employer's decision will be final in the matter.
26. Bank shall be under no obligation to accept the highest or any other tender and shall be entitled to accept or reject any / all tender(s) in part or full without assigning any reason whatsoever.
27. For litigations, if any arising thereof, the competent court at Delhi alone will have jurisdiction.
28. The work of dismantling, removing and transporting of tendered items shall be carried out in full coordination with the Bank officials working at site. If necessary, the work can be undertaken during outof-office hours as suggested by the Officials of BANK. The dismantling and removal of shall be carried without any damage to the site.
29. Bidders shall get necessary approvals, if any, required from the competent authority at their own cost for carrying out the work.
30. Bidder shall submit their offer, meeting the requirements of tender documents and other terms & conditions included in the enquiry letter. All the above documents shall automatically become a part of the order / contract after its finalization.
31. All the items are to be sold "As in where is" and "As is what is" basis no correspondence will be entertained in this regard.
32. If H1 bidder withdraws then Bank reserves the right to award the contract to H2 bidder at H1 bidder's rate if H2 accept for the same. If H2 does not accept for the offer, then H3 will be offered at H1 price.
33. PAN No. & GST No. of the successful bidder has to be submitted to Bank.

**Deputy General Manager**  
**Indian Bank, FGM Office Delhi**