

No. D-21013/01/2013-AR (Ad. II)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Administrative Reforms and Public Grievances  
.....

5<sup>th</sup> Floor, Sardar Patel Bhavan,  
Sansad Marg, New Delhi - 110 001

02 September - 2016

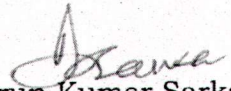
Subject : **Disposal of unserviceable/surplus/obsolete Desktop Computer/Laptops, Printers, Xerox Machines, T.V, Air Conditioners etc.**

This Department intends to dispose off unserviceable/surplus/obsolete Desktop Computer/PCs, Laptops, Printers, Xerox Machines, Fax Machines, T.V.s , Air Conditioners, etc. laying in its stores by way of auction on "**AS IS WHERE IS BASIS**". These unserviceable/surplus/obsolete PCs/Desktops, Laptops are to be disposed off after crushing/destroying the Hard Disks of the PCs/Desktops/Laptops to the Registered Recycler/Reprocessors of e-Waste with Ministry of Environment & Forests/Central/State Pollution Control Board. List of items to be disposed of as Auction and e-Waste is at Annexure I and II respectively.

2. The firm shall enclose attested copy of Registration Certificate declaring that the firm is Registered Recycler/Reprocessor/Disposal of e-Waste. The bids shall remain valid for 60 days after the date of bid opening. If any bidder withdraws his tender before the said period shall without prejudice to any other right or remedy, be at liberty to forfeit the Bid Security absolutely.
3. The bidders interested to buy these items, may inspect the stores **between 1400 hrs to 1600 hrs on any working day up to 20 September 2016** with the permission of the undersigned and submit their quotations ( Items-wise price as per Annexure I and II) giving their bid amount both in figures and words on their letter head with signature of authorised person with name and in sealed cover to the undersigned/drop in box laying in Reception, Ground Floor of Sardar Patel Bhawan . The quotation shall be for the entire lot of items only. The quotation will be accepted up to **1600 hrs on 20 September 2016 and the same will be opened at 1630 hrs on same day** in the presence of representative of the firm submitting quotations, The quotation should carry an earnest money of Rs. 5000/- (Rupees five thousand only)in the form of Demand Draft from any nationalised bank in favour of DDO, AR & PG.
4. No Assistance will be provided by this department for Loading/Unloading of stores.

5. The earnest money of all firms other than the successful tenderer will be returned immediately after ascertaining the highest successful tenderer. The earnest money of the successful tenderer will be returned only after all formalities such as payment of articles and removal of items from the Sardar Patel Bhwan are completed. The successful tenderer will have to make payment of auctioned items immediately after his quotation is accepted and will have to remove the articles from the Store within Seven days of acceptance of his tender. If the tenderer fails to comply with any or both of these conditions the earnest money deposited by him will be forfeited and the tender stands cancelled.

Yours faithfully,



(Arun Kumar Sarkar)

Under Secretary to the Government of India

Tele : 23401441

**Copy to :-**

1. All Ministries/Departments of Government of India located in New Delhi/Delhi
2. TD, NIC – with a request to upload the above quotation letter in Department website.

**LIST OF ITEMS TO BE DISPOSED OFF AS AUCTION**

Sl.No.	Items	Qty.	
(a)	Television	01 Nos.	
(b)	Window A/C 1.5 Ton	03 Nos.	
(c)	Spilt A/C	04 Nos.	
(d)	Printers Colour/B & W	14 Nos.	
(e)	Scanner	04 Nos.	
(f)	Monitor	02 Nos.	
(g)	Keyboard	20 Nos.	
(h)	Mouse	20 Nos.	
(j)	UPS	24 Nos.	
(k)	Hotcase	02 Nos.	
(l)	Laptop	02 Nos.	
(m)	Server IBM	02 Nos.	
(n)	Telephone Instrument	10 Nos.	
(p)	Pedestal Fan	02 Nos.	
(q)	TFT Monitor	15 Nos.	
(r)	CPU	15 Nos.	
(s)	Ricoh Photocopier	01 Nos.	
(t)	RO Kent	01 Nos.	



Annexure - I

**LIST OF ITEMS TO BE DISPOSED OFF AS AUCTION**

Sl.No.	Items	Qty.	
(a)	T.V. Trolley	02 Nos.	
(b)	Chairs	40 Nos.	
(c)	Centre Table	02 Nos.	
(d)	Computer Table	02 Nos.	
(e)	Single Seater Sofa	04 Nos.	

