



**Indian Institute of Technology Bombay
Materials Management Division
Powai, Mumbai – 400 076.**

**Direct : (+91-22) 2576 8800 /
2576 8805/2576 8848
Fax : (+91-22) 2576 8808
Email : drmm@iitb.ac.in
Website:www.iitb.ac.in**

Scrap Disposal Tender No.: MMD/Hostels/SQ/08/2021

Tender Date:02.06.2021

REQUEST FOR SPOT QUOTATIONS

General conditions applicable to the disposal of items covered by **Tender due on 10.06.2021** as follows:

1. **Filling of Tender Form**

- 1.1 All quotations must be on the schedule to the Tender (Annexure-'A').
- 1.2 **Tenderer must quote their prices in the form of Demand Draft (DD) only.**
- 1.3 Bid in sealed cover super-scribed with Tender No. and due date must be dropped in the Tender Box kept with **Duty Security Officer at Main Gate Security Section, IIT Bombay, Powai, Mumbai 400076 between 09.00 AM. to 11.00 AM on the due date i.e. 10.06.2021**
- 1.4 Your offer shall be valid for 90 days from the date of opening of the tender.
- 1.5 Unsigned Bid, price not specified in figures and words and unauthenticated erasures, alteration or over-written figures may result in rejection of the quotations.

2. **Inspection of items**

- 2.1 The items for disposal are offered on **“As is where is basis.”** The interested tenderer will be taken in groups **from 05.06.2021 to 06.06.2021 between 10 am to 2 pm** for physical inspection of items.
- 2.2 **Quotations will not be accepted without Inspection Certificate in given format.**
- 2.3 This tender form serves as an entry permit to the premises.
- 2.4 Tenderer will be required to take delivery of the items at one time soon after the intimation of acceptance is received by them.
- 2.5 The items are sold on the assumption that tenderer have inspected them, and know they are buying **whether they have inspected or not no complaints will be entertained.**
- 2.6 **Due to COVID pandemic situation, ONLY ONE person from one organization/ firm will be allowed for inspection.**



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3. Payment towards Sales/Delivery

3.1 Bidder must submit the Demand draft (DD) of quoted price along with tender document, supplier who quoted the highest price, will be awarded the contract. Submit Demand Draft in the name of 'The Registrar, IIT Bombay' along with Tender documents Inspection Certificate & Bidding Form.

3.2 IIT Bombay reserve the rights to cancel the tender process if tenderer quote less than our Reserve price.

3.3 Delivery order will be issued only after receipt of full payment even to the authorized representative, if desired by the Tenderer/Purchasers.

3.4 Delivery of the items are to be taken IMMEDIATELY next day of issue of Delivery Order.

3.5 The Purchaser has to arrange removal of items from foundation etc., wherever necessary and has to make all transportation, labour arrangement at his own cost, Purchaser have to pay compensation for any damage to any other instruments/Equipments during the process of delivery of sold items.

3.6 The items shall be remain in every respect at the risk of the purchaser from the date of issue of Letter of Acceptance of the tender. The Institute shall not be under liability for the safe custody.

3.7 Delivery of the items will be given in consultation with the concerned Department.

3.8 In case of taxes/duties are required to be paid against this transaction, the same will have to be paid by you directly to the concerned Govt. Authority.

3.9 Unsuccessful bidder's DD will be returned on within next 7 working days after bid opening.

The quantity in actual may turn out to be more or less than the estimated quantity. In the event of quantity turning out to be more than the estimated quantity the buyer has to lift the allotted quantity (+/- 10%). In the event of actual quantity turning out to be less than estimated quantity, the buyer shall not be entitled to claim any damages, loss of interest or compensation on this count.

4. Failure to take Delivery

If the delivery of the items are not taken on next working day of issue of Delivery Order. Buyer have to pay Ground/Room Rent charges for delay. Ground/Room Rent charges shall be 20% of the bid value for per day. Any loss incurred will be recovered from the payment prejudice to any action the Director of the Institute may take.

5. Right of Accepting /Rejecting Offers.

Institute neither reserves the right of accepting or rejecting any offer for any item without assigning any reasons whatsoever nor is bound to accept the highest offer.



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6. Decision in Case of Disputes

In case of any clarification/doubt regarding the tender, you should send an email to progress.mmd@iitb.ac.in and get clarified before day of physical inspection. The decision of the Director of the Institute will be final and legally binding. (Subject to Mumbai jurisdiction only).

7. Conditional offer will not be accepted.

8. Schedule

Tender No. & Date : **MMD/Hostels/SQ/08/2021 due on 10.06.2021**

Physical Inspection Schedule :

Date and Timing	Location
05.06.2021 to 06.06.2021 From 10 am to 2 pm	Hostel – 1, Hostel -3, Hostel – 4, Tansa House, Hostel – 5, Hostel -6, Hostel – 9, Hostel – 12, Hostel -13, Hostel – 14, Hostel – 15 and Hostel –16

Tender Submission Date : **10th June, 2021 between 09.00 am to 11.00 am**

Tender opening Date : **10th June, 2021 at 12 noon.**
MMD conference room,
Indian Institute of Technology, Bombay
Powai, Mumbai - 400 076.

ANNEXURE “A”

List of General waste items to be disposed as ONE LOT:

Location : Hostel No. 1, 3, 4, 5, Tansa House, 6, 9, 12, 13, 14, 15 and 16 IIT Bombay, Powai, Mumbai – 400076.

Sr. No.	Particulars	Quantity
Hostel No. 1, Pradeep Paradkar - 022-21592701		
1	Wooden Table	2
2	Cot	9
3	Plastic Chair with arm	11
4	Iron Table	7
5	Cushion Chair	2
6	Wheel Chair	1
Hostel No. 3, Sunil Mule - 022-25762703 9820522365		
Sr. No.	Particulars	Quantity
1	Cot Frames	23
2	Steel Chairs/Perforated chairs	40
3	Plastic Chairs	15
4	Lockers	6
Hostel No. 4, K. R. Manoharan, 9324945319 022-25762704 OR Sandeep Manjrekar, 9769485147		
Sr. No.	Particulars	Quantity
1	Cots (Jalaram)	2
2	Cots	3
3	Plastic Chairs	35
4	Dinning Chair	20
5	Dining Table	17
6	Study Table	19
Hostel No. 5, Hariprasad Yadav - 9967237513 022 25762705,		
Sr. No.	Particulars	Quantity
1	Bain Marie	1
2	Blue Star water dispenser	1
3	Chairs (handle)	5
4	Masala Grinder	1
5	Air Compressor	1
6	Bread Toaster	1
7	Bunk Bed	2
8	Iron Cupboard	1
9	Aluminum Topes	7
10	Aluminum Topes	2
11	Tea Container	1

12	Kadhai	4
13	Lunch Plate	93
14	Tawa	4
15	Jhara	3
16	Jug	21
17	Palta	3
18	Wati (bowl)	10
19	S.S Glass	100
20	Fooseball Table	5
21	Aluminum Rice strainer	1

Hostel No. 6, Biju - 022-25762706

Sr. No.	Particulars	Quantity
1	Bunk Bed	37
2	Cots	25
3	Dining Chair	20
4	Dosa Plate	1

Hostel No. 9, Dilip Kalambate -022-25762709

Sr. No.	Particulars	Quantity
1	Cots	59
2	Study table	13
3	Office Chairs	4
4	Computer Chairs	11
5	Plastic Chairs	16

Tansa House, M A Singh - 022-25762620

Sr. No.	Particulars	Quantity
1	Bed (Steel Frame)	47
2	Metal Sofa	2
3	Plastic Chair	12
4	Metal Chair	12
5	Metal Table	11
6	Mess Table	1
7	Metal office Chair	1
8	Chair Metal	1
9	Tawa Bhatti	1
10	Thalik Rack	1
11	Dosa Atta Machine	3
12	Plastic Chair	12
13	Small size steel Cup board	1
14	Sofa Set	1

Hostel No. 12, 13 & 14, Mr. Jagdish Upadhyay, Hall Manager H12, Intercom - 4012, Mobile - 09082656792

Mr. Ragesh Nair, Hall Manager H13, Intercom - 4013, Mobile - 9869458076

Sr. No.	Particulars	Quantity
1	Dining Chair with arm support (metal black colour)	300

2	Old window frames (1 Hostel2) Removed during construction of new rooms	Lot
3	Old window frames (1 Hostel3) Removed during construction of new rooms	Lot
Hostel No. 14, Mr. Ganesh Mahale, Hall Manager H14, Intercom - 2714, Mobile - 9967806792		
Sr. No.	Particulars	Quantity
1	Chair with wider flat tube for handle full length side bars in bottom a thicker guage sheet (seat & back rest)	15
2	Plastic Chairs with Iron Rods	3
3	Table	2
Hostel No. 15, David C. Anthony - 9820574996 022-25762715		
Sr. No.	Particulars	Quantity
1	Godrej Steel Cupboards	2
Hostel No. 16, Paulson Anthony - 9819306868 022-25762716		
Sr. No.	Particulars	Quantity
1	Chairs (Dining)	163
2	Chairs (Plastic)	4
3	Chairs (Room)	9
4	Cots	161
5	Cupboards (Big)	3
6	Cupboards (Small)	22
7	Dishwasher	2
8	Water Cooler	2
9	Miscellaneous Scrap	Lot

Note:

1. **Due to COVID pandemic situation, ONLY ONE person from one organization/ firm will be allowed for inspection.**
2. **Vendors should verify these through physical inspection only.**
3. **No further complaints will be entertained later.**
4. **During bid opening vendors may NOT be allowed inside MMD conference due to COVID pandemic situation.**



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Tender Date: 02.06.2021

Bidding Form

Name and Address of the Party:

Mobile Number:

Email id:

GST Registration No. :

Bid Amount : Rs. _____ (in Words) _____

5% GST Amount : Rs. _____ (in Words) _____

Total Amount (Bid + GST) : Rs. _____ (in Words) _____

Demand Draft No. _____ DATE _____

Amount in words :

Undertaking :

Certify that I am the duly authorized representative of _____
I have inspected the materials as per the aforesaid Tender details and agree to pay the amount quoted above.
I have to make the appropriate payment and pick up the scrap materials as per the declared schedule.

Notes: 1. Please attach photocopy of following documents.

- A) Registration certificate of having registered with Local Municipal Corporation.
- B) Registration certificate of GST
- C) Certificate of incorporation
- D) Aadhar Card and PAN CARD of the Firm/Proprietor.



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(On Company/Firm's Letterhead)

MMD/Hostels/SQ/08/2021

Date:

INSPECTION CERTIFICATE

I certify that I have personally inspected all the scrap items listed in Annexure-A against which I have quoted for the disposal and submitting herewith the quotation considering all scrap as a single lot.

I have read, understand and agreed to all the '**Terms & Conditions**' mentioned in the tender document.

Authorized Signatory