

Indira Gandhi Medical College & Research Institute

(A Government of Puducherry Institution functioning under Perunthalaivar Kamaraj Medical College Society)

Vazhudavur Road, Kathirkamam, Puducherry – 605 009

Telephone: 0413-2277545 - Fax: 0413-2277289 -Email: puducherrymedicalcollege@gmail.com

No.2606/IGMC&RI/Store/disposal of unserviceable articles/2025/ 2060 dated 16 MAY 2025

TENDER NOTICE

Sub: IGMC&RI - Central Store – Disposal of old/obsolete/unserviceable articles through Public Auction – Quotation Called for - Reg.

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Sealed quotations are invited for offering the highest rate for disposal of following old obsolete unserviceable items available in the office of IGMC&RI, Kathirkamam, Puducherry on "AS IS, WHERE IS BASIS". There is no fee for Tender Document. **Tender approximate amount is Rs. 1,65,000/-.**

- (i) Unserviceable Furniture (Annexure – III)
- (ii) Unserviceable Surgical & Medical equipment, instruments and other items (Annexure - IV).

Important dates of tender related activities are as under:-

- (1) Closing Date & Time for receipt of tender : 29th May, 2025 upto 17.00 Hrs
- (2) Tender opening Date & Time : 30th May, 2025 at 11.00 Hrs
- (3) Place of tender Opening : O/o the Medical Superintendent, 1st Floor, Hospital Block, IGMC&RI, Puducherry - 605009
- (4) Period of Inspection : 20th May 2025 to 26th May, 2025 (On all working days)
- (5) Time of Inspection : 10.00 A.M. to 01.00 P.M.

Sealed quotations superscribed "QUOTATION FOR DISPOSAL OF OLD OBSOLETE UNSERVICEABLE ITEMS" addressed to the Medical Superintendent, IGMC&RI, Puducherry -605009 must reach on or before 29th May, 2025 upto 17.00 Hrs. Bids received after the closing date and time prescribed will NOT be accepted under any circumstances.

Note: In the event of any of the above-mentioned date being declared as a holiday for this institute, the tenders/bids received will be opened on the next working day at the appointed time.


DIRECTOR (I/C)

To

The Programmer, IGMC&RI, Puducherry

– With instruction to upload the tender notice in the official website of this Institute and other admissible portal for information of the general public.

Copy to:

The Officer In-Charge (Central Stores), IGMC&RI, Puducherry.

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dated

TENDER DOCUMENT

Tender for disposal of old/obsolete/unserviceable items

IGMC&RI, Puducherry intends to dispose old/obsolete/unserviceable items through open tender.

1. Eligibility Criteria

Bidders must fulfil following eligibility criteria and submit documents mentioned at **Annexure-I** of this tender document in support of the same as under-

- (a) Must be registered for the GST with Departments of Government of India/State Governments/UT Governments.
- (b) Must be a PAN holder.

2. Inspections of items

- (a) The inspection of material can be done carefully by the prospective bidders or their representative at IGMC&RI premises and they can contact with Officer In-charge (Central Stores), Hospital Block, IGMC&RI, Puducherry – 605009 between 10.00 A.M. to 01.00 P.M from **20th May 2025 to 26th May 2025** on working days. Queries can be raised if required, to the concerned Officer at the time of inspection. No further clarification shall be entertained after the above inspection. No request for inspection after submission of the tender will be accepted.
- (b) Tenderers should clearly quote their rate both in figures and in words. Any overwriting or erasing in the figure shall not be considered for acceptance of the rates offered by the bidder.
- (c) The Earnest Money Deposit (EMD) of the successful bidder shall be adjusted from the total payment. The tender will be awarded to the highest bidder.
- (d) The balance money less the EMD already deposited should be paid within **03** days from the date of award letter issued by this institute. The balance amount may be paid to this Institute by way of Demand Draft in favour of "DIRECTOR, INDIRA GANDHI MEDICAL COLLEGE AND RESEARCH INSTITUTE" payable at Puducherry before delivery/lifting of the goods within the stipulated time and the material will be lifted within **07** days from the date of issue of award letter. The material 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 successful bidder. For such abandoned lots, the undersigned reserves the right to re-sell.

3. Bid validity Period

Bids should remain valid for acceptance for a period of three months from the date of opening of the Bids. Bids with lesser validity period will be summarily rejected.

4. Financial Bid

- (a) The financial bid shall be quoted in the Proforma given at Annexure-II of this tender document
- (b) The financial bid of only those bidders shall be evaluated who fulfil the eligibility criteria.
- (c) The rate quoted shall be final.
- (d) The successful bidder shall be evaluated based on highest quoted price for the whole lot.
- (e) The EMD of unsuccessful bidders will be returned within one month after the auction date without any interest.

5. Submission of Bids

- (a) The Bid shall be legible.
- (b) Bid shall be sent in envelope containing **Annexure I & II**
Envelopes shall also indicate the name, address and phone number of the Bidder enabling the Bid to be returned, if required
- (c) Incomplete and unsigned quotations are liable to be rejected.
- (d) Bidder must enclose copy of address proof (Voter ID card/Aadhaar Card/Driving License etc.) and PAN CARD / GST along with the bid.
- (e) An Earnest Money Deposit (EMD) of Rs. 5000/- (Rupees Five Thousand Only) must be accompanied with the quotation, without which the bid will be summarily rejected. The material will be allowed to be lifted between 10.00 AM to 04.00 P.M on any working day as specified by the Officer In-charge (Central Store). No picking, choosing or sorting will be allowed in the premises for the disposal lots. Proper cleaning of the area should be done by the purchaser after lifting the material. Cost of lifting of goods shall be borne by the successful bidder.

6. Opening of Bids

- (a) Financial bid of only those bidders who fulfil the eligibility criteria (**Annexure I**), will be considered.
- (b) The Bidder himself or his authorized representative can attend the tender opening event. The representative attending the opening of the tender on behalf of the bidder, should bring with him / her a letter of authority from the bidder and a proof of identification at time of opening of bid. Only one person/representative from each bidder would be allowed to attend the bid opening event.

7. Payment

The successful bidder will have to pay the entire quoted / offered amount in the form of Bank Draft/Bankers' Cheque drawn in favour of DIRECTOR, INDIRA GANDHI MEDICAL COLLEGE AND RESEARCH INSTITUTE, PUDUCHERRY payable at

PUDUCHERRY within five working days after receipt of letter regarding award of contract, failing which the contract will be cancelled.

8. Lifting of old/obsolete/unserviceable items

- (a) The successful bidder shall lift the all old/obsolete/ unserviceable items and not selectively from the office premises within five working days between 10.00A.M to 04.00 P.M after depositing the full amount.
- (b) In case, the successful bidder deposits the full amount within a stipulated period but fails to lift the articles within the scheduled time, this Institute shall not take any responsibility for safe custody of the articles.
- (c) No damage shall be caused to the existing property of this Institute or any other office in the premises while removing the material from the site. Any loss/damage to the property of this Institute or any office in the premises or injury or personal accident suffered by any person due to negligence or action of the successful bidder or his authorized worker/supervisor shall be borne by successful bidder.
- (d) Goods material will be removed under the supervision of designated officer (s) of this institute. Material will have to be removed within the time stipulated in the acceptance letter. No extension of time will be given under any circumstances. Delay, beyond the stipulated time, may entail cancellation of the award/order.
- (e) All the charges i.e. loading, unloading and transportation to be incurred in course of lifting of items from this institute complex shall be borne by the successful bidder.
- (f) No request for inspection will be entertained after award of work.

9. Others terms and Conditions

- (a) In the event of failure of the successful Bidder to lift the items within the stipulated time frame, the Bidder will be blacklisted for further business with this institute and Contract will be awarded to next Highest Bidder to lift the items (s) at H1 quoted rate.
- (b) The bidder shall be required to quote total price for whole lot.
- (c) No Bidder will be allowed to withdraw after submission of bids/opening of the tender.
- (d) This tender is non-transferable.
- (e) This institute reserves the right to accept or reject any bid without assigning or communicating any reason thereof.


DIRECTOR (I/c)

Annexure-I**Eligibility Criteria for Disposal of old/obsolete/unserviceable items****TENDER NO:**

Sl. No.	Description	Information	
1	Name of the Firm/Agency/Company		
2	Address of the Firm/Agency/Company (Enclose copy of address proof)		
3	Contact Details of the Firm/Agency	Telephone/Mobile No.	
		Fax No	
		E-Mail ID	
4	Name of proprietor/Partners/Directors of the Firm/Agency		
5	Other Details (Enclose Copy)	PAN No	
		GST Registration No.	

Signature of Authorised Signatory**With stamp****Name of the Person** _____

Annexure-II

Financial bid for Disposal of old/obsolete/unserviceable items

Name of the Bidder/Firm:-

Address of the Bidder Firm:-

Telephone No:-

Email ID:-

SL. No.	Articles	Quantity	Quoted amount for whole lot in figure (Rs.)
1	Old Unserviceable articles	As per list in Annexure – III	

The total price should be inclusive of all Misc. charges like transportation, labour or any other expenses etc.

I/We declare that I/my representative have / has inspected the obsolete items and I/We am/are interested to purchase the same on **"AS IS, WHERE IS BASIS"**

I/We have gone through the terms and conditions given in the tender documents and agree with the same. I/we understand that in event of non-compliance of the terms and conditions of bid my/our EMD shall be forfeited by IGM&RI, Puducherry.

Date:

Signature of Authorised Signatory

With stamp

Name of the Person _____

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

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