

**CSIR - NATIONAL GEOPHYSICAL RESEARCH INSTITUTE**

Uppal Road, Hyderabad – 500 007.

Phone: 27012355, /2351/2533 E mail: ao@ngri.res.in

No: NGRI/2013/Gen-I (Wood)

Dt: 18-03-2014

NOTIFICATION FOR "TENDER CUM AUCTION SALE" OF DRY WOOD

The Director, NGRI, Hyderabad, invites sealed bids/tenders for the sale of the dried wood on or before **02.04.2014 by 12.00 Noon** on "**AS IS WHERE IS BASIS**" for lots kept at different locations in the campus as per details given below:-

S. No.	Lot No.	Description	Location	Quantity (Approx) 20% ± variation	EMD
1	Lot-1	Dry Wood (Neem and Babool)	Near Canteen and behind Staff Club	7.5MT	Rs. 10,000/-
2	Lot-2	Dry Wood	Near Canteen	42 MT	
3	Lot-3	Dry Wood (Wooden Wheel)	Beside staff club	0.75 MT	
4	Lot-4	Dry Wood	Magnetic Observatory (Security Room)	9.5 MT	
5	Lot-5	Dry Wood	Near Magnetic Observatory	3.5 MT	
6	Lot-6	Dry Wood	NGRI Colony (near part opposite Qtr No. IV/21)	22 MT	

Duration of inspection of lots	18-03-2014 to 01-04-2014 between 10.00 A.M. and 5.00 PM (except Saturday, Sunday and Gazetted Holiday)
Last date and time for submission of bid	02-04-2014 by 12.00 Noon
Venue of the submission of bid	Tender box in AO-II Office, Room No. 40, Extension Building, CSIR-NGRI, Uppal Road, Hyderabad-500 007.
Time of opening of the bids	02-04-2014 at 3.00PM
Venue of opening of the bids	SB Hall, Extension Building, 2nd Floor, CSIR-NGRI, Uppal Road, Hyderabad-500 007.
Contact person for inspection	Sri G. Shyam Sunder, Tel: 040-2701 2355 Mrs. N. Sai Kumari, Tel: 040-2701 2369

Tender form along with terms and conditions of the tender can be downloaded from website www.ngri.org.in free of cost or can be collected from the General Section of administration in Extension block on all working days upto 01-04-2014 between 10am and 5pm.

Administrative officer

TERMS AND CONDITIONS OF THE TENDER CUM AUCTION SALE

1. Interested parties can inspect the above lots physically before submitting the bid on any working day (except Saturday, Sunday and Gazetted Holiday) from **18.03.2014 to 01.04.2014 between 10 AM and 5.00 PM**. No complaint whatsoever will be entertained once the tenders are submitted or at the time of lifting the material by the successful bidder. No request for samples or inspection of the lots after submission of the bid/tender will be accepted.
2. The Bidder should submit the bid in a sealed cover super-scribed "Tender for Auction of Dry Wood", with Bid No. and due date and opening date and time. All bids should be addressed to Director, CSIR-NGRI, Uppal Road, Hyderabad - 500 007 and to be submitted at **Tender box in AO-II Office, Room No. 40, Extension Building, CSIR-NGRI, Uppal Road, Hyderabad-500 007**.
3. Bidders should clearly quote/offer rate per Metric Ton for each Lot separately in the enclosed Rate Schedule in figures and in words. The rate quoted by the bidder should include all charges such as labour, loading, unloading, transportation, weighing etc. CSIR-NGRI will not bear any charges/cost towards the above. In case of any overwriting or any change or alteration in rates the same must be attested by the bidder. In case there is any variation between the amount specified in figures and words, the higher of the two will be taken as the tendered amount.
4. The Bidder can quote different rates for a particular lot in different tender forms. However the highest quoted rate by the bidder for that particular lot will be considered.
5. Bidder must sign on each page of the Tender Form and acceptance of the tender conditions of the Tender cum auction sale should be given in writing in the tender form. **Tenders received without signature will summarily be rejected.**
6. If two or more persons in partnership attend the sale with the intention of purchasing wood jointly, only one member of the partnership will be recognized for the purpose of bidding and the deposit will be accepted in his name.
7. Bidder must submit the bid in person or by registered post/by speed post latest by **02.04.2014 upto 12.00 noon**. No tender will be accepted after the due date and time. The tenders will be opened on the same day at 3.00 P.M in the SB Hall Extension Building by the Tender Opening Committee in the presence of bidders. The sale will be knocked down in the name of the highest bidder for each Lot separately.
8. Earnest Money Deposit (EMD) of Rs 10,000/- has to be invariably attached along with the bids in the form of Demand Draft/ Bankers Cheque drawn in favour of the Director, NGRI, payable at Hyderabad. **Tenders without Earnest Money (EMD) will be rejected outrightly**. No interest will accrue on the EMD so deposited.
9. Earnest Money of un-successful bidders will be refunded within one week from the date of auction to the successful bidder and the EMD of successful Bidder will be adjusted against cost of the Lot.

10. Conditional tenders will be rejected.
11. Withdrawal of Tender after bidding will result in forfeiture of EMD and Security Deposit.
12. The successful bidder shall immediately after auction sale of lot is knocked down, sign his name at the end of the Bid list in the column provided for the purpose of such signature will be held as an acceptance of his/her part or his/her having purchased that particular Lot of dried wood and also having accepted the conditions of the sale notice. **The Successful Highest Bidder shall also deposit 25% of the bid value as Security Deposit to the cashier CSIR-NGRI immediately in cash and submit cash receipt in the AO-II Office, Room No. 40, Extension Building, CSIR-NGRI, Uppal Road, Hyderabad-500 007.**
13. **The successful Bidder will have to pay in advance the balance 75% of the cost of bid value equivalent to the approximate weight of the Lot before lifting the lot.** In case of difference in the actual weight and approximate weight of the Lot at the weigh bridge, the cost deposited will be accordingly refunded by the Office or paid by the Bidder towards the actual sale value as per the actual weight of the lot before taking delivery.
14. Taxes as applicable shall be payable by the successful bidder over and above the bid value.
15. **The Successful Bidder shall lift the lot(s) within 15 days from the date of auction on making prior payment of total bid value.**
16. **EMD and Security Deposit will be forfeited in case, successful bidder fails to deposit the requisite amount within stipulated period before lifting the lot.**
17. In case, Successful Bidder delays in lifting the material from the above mentioned site beyond stipulated period after depositing the amount, he/she is liable to pay ground rent per Lot per day i.e. at the rate of 0.5% of the total sale value per day for a maximum period of 15 days after which the material not lifted will be treated as abandoned and shall become property of NGRI. The Earnest Money Deposited and sums paid for the lot will be forfeited without any notice to the bidder. For such abandoned lots, the Director, NGRI reserves the right to re- sale.
18. The labour, transport and other arrangements for lifting the material will have to be borne by the bidder at his own risk, cost and responsibility. The bidder shall be held responsible for any damage to the property of Institute and costs towards it shall be recovered from him/her.
19. Tare and Gross weight of the truck shall be done in presence of authorized representative/committee of NGRI, Hyderabad at the nearest weigh bridge and the weighment charges shall be borne by the bidder.
20. The Director, NGRI reserves all the rights to accept or reject any tender in full or part without assigning any reason thereof.

21. The successful Bidder is liable to remove all the material from the site at his own cost.
22. The materials will be allowed to be lifted between 11.00AM and 5.00PM on all working days in the presence of the Security Officer and Horticulture In-charge of NGRI. No picking, choosing or sorting will be allowed from the lot in the NGRI premises.
23. The address given in the Tender shall be deemed to be the Purchasers address and correspondence sent on that address shall be considered to have been delivered to the Purchaser. No claim will be entertained against the forfeiture of the sum deposited or Earnest Money Deposit due to non payment /delay from bidder's side and if the correspondence is returned un-delivered due to wrong address.
24. The person authorized by the Purchaser/Successful Bidder in writing will only be allowed to take delivery.
25. Council employees are not eligible in participation of this bid.

DECLARATION

I have thoroughly examined and understood the said Notice Inviting Tender cum auction sale of dry wood and the terms and conditions of the tender and agree to abide by them.

Name:

Address:

Signature of the Bidder/Tenderer

Contact/Mobile No.

Details of Lot to be purchased and rates Offered for sale per metric ton in Rupees

Name & address of the bidder _____

Mobile Number:

S. No.	Lot No.	Approximate weight in MT	EMD	Details of the EMD DD No. Date & Amount Issuing Bank	Rate offered per metric ton Rs./MT	In words
1	Lot-1	7.5MT	Rs 10000/-			
2	Lot-2	42 MT				
3	Lot-3	0.75 MT				
4	Lot-4	9.5 MT				
5	Lot-5	3.5 MT				
6	Lot-6	22 MT				

Place: _____

Date: _____

Signature _____

(Name: _____)

Rubber Stamp:

Mobile No.