

GOVT OF KARNATAKA

**Tender Document**

**Tender No: C5(3) RECORD ROOM /12 /2017-18**

**Dated: 17-07-2017**

**NOTICE INVITING TENDER OF DISPOSABLE RECORD ROOM FILES**

Subject: Notice Inviting Tenders for disposal of Record Room files at CPI office NT road Bangalore 560001.

Sealed tenders are invited from interested persons/frms. As mentioned in the "Annexure-**"II"** as per the time schedule given below:

- (i) **Closing date & time for receipt of tenders: 17/08/2017 at 5:00 P.M.**
- (ii) **Place for submitting tender : Commissioner for public Instruction (OB section ) N.T Road K.R.Circle Bangalore -560001.**
- (iii) **Tender Opening Date & Time:18/08/2017at 3.30 P.M.  
Commissioner for public Instruction (OB section ) N.T Road K.R.Circle Bangalore -560001.**

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

2. LATE BID:

- 2.1 The bids received after the specified date and time will not be considered.
- 2.2 Incomplete bids and any amendments & additions to bid after expiry of the dead-line for receipt of bids are not permitted and such bids are liable to be rejected .

3. Earnest Money Deposit (EMD)

3.1 EMD: EMD of Rs. 5000/- (Rupees Five Thousand Only) in the form of Demand Draft/ Pay order/Cheque in favour of Commissioner for public Instruction payable at Bangalore must accompany the Bid. Bids without EMD will be summarily rejected.

3.1.1 The EMD should remain valid for a period of 90 days.

3.1.2 EMD furnished by all unsuccessful bidders will be returned to them without any interest whatsoever, after final disposal of the material.

4. Terms & Conditions

4.1 Bids may be submitted in the enclosed prescribed Performa (**Annexure-I**).

4.1.3. 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.

4.2 Sealed tenders subscribed "Tender for disposal of Record Room files" addressed to Commissioner for public Instruction Bangalore latest by 5.00 pm on 17/08/2017.

4.3 Files should be removed by the successful bidder on "AS IN WHERE BASIS" within five days of receipt of order after depositing the full amount in the form of Crossed Bank Draft/Pay Order/ Banker's Cheque drawn in favour Commissioner for public Instruction payable at Bangalore EMD shall be returned after the condemned material is removed as per terms & conditions laid down. In case, the material is not removed within the prescribed time, the Earnest Money will be forfeited and any loss whatsoever occurring due to this will be recovered from the bidder.

4.4 The inspection of Files should be done carefully by the prospective bidders or their representatives in this office premises between 3:00 PM to 5:00 PM on working days and queries raised to the concerned officer at the time of inspection. No further clarifications shall be given after the above inspection.

4.5 No damage should be caused to the existing property of the Commissioner for public Instruction while removing the auctioned articles from the site. Any loss/ damage to the property or injury or personal accident suffered by any person due to negligence or action of the successful bidder or his authorized worker/ supervisor will have to be indemnified by the successful bidder.

4.6 Goods/material will be removed under the supervision of designated officer(s) of the property Materials will have to be removed within the time stipulated in the order awarding disposal of items to the successful bidder. No extension of time will be given under ordinary circumstances. However, extension of time may be granted provided full reasons for causing such delay is given in writing by the successful bidder. Delay, beyond the stipulated time, may entail cancellation of the award/ order and forfeiture of the EMD.

4.7 The successful bidder will have to take away all disposable Record Room Files and not selectively.

4.8 Commissioner for public Instruction reserves the right to accept or reject any or all the tenders.

  
Joint Director (Admin)  
