



Government of India  
**NATIONAL DISASTER MANAGEMENT AUTHORITY**  
“NDMA Bhawan”, A-1 Safdarjung Enclave,  
New Delhi –110029  
Tel. No. 26701730, Fax 26701834



No. D-26020/25/2015-GenI

Date: 27<sup>July</sup>, 2017

**NOTICE INVITING TENDER**

National Disaster Management Authority invites quotation for disposal of one Tata (Indigo) Car on “**AS IS WHERE BASIS**”. Interested parties can inspect the vehicle on any working day between Monday to Friday between 11.00 A.M. to 3.00 P.M. from **01.08.2017 to 24.08.2017** at “NDMA Bhawan”, A-1, Safdarjung Enclave, New Delhi – 110029 (contact person, Shri A.Sachidanandan, Section Officer (Phone: 011-26701873)). The quotation in enclosed proforma in sealed cover superscribed “Tender for disposal of one staff car (Tata Indigo)” should be sent to the Under Secretary (Gen.), “NDMA Bhawan”, A-1, Safdarjung Enclave, New Delhi – 110029 or the bid document completed in all respects along with Earnest Money Deposit (EMD) and other requisite documents may be put in the Tender Box kept in the reception area of NDMA. The last date of receipt of quotation is by 03.00 P.M. on **25.08.2017**. The bid shall be opened on the same day at 03.30 P.M. in the Dining Hall of NDMA. The tenderers, who wish to be present at the time of opening, may do so. The terms and conditions of the contract are as follows:-

**TERMS AND CONDITIONS OF THE DISPOSAL OF STAFF CAR ONE TATA INDIGO:**

1. As per the directions of the E&M Workshop, Airport Authority of India and State Transport Authority, Govt. of NCT of Delhi, the transfer of ownership of auctioned/condemned vehicle cannot be considered. However, a “No Objection Certificate” may be obtained from the Registering Authority for such vehicle for re-registration elsewhere outside NCR Region. The formalities have to be completed by the purchaser.
2. An EMD of Rs. 5,000/- (five thousand only) for vehicle in the form of Demand Draft in favour of DDO, NDMA should accompany the bid. The bids without EMD will be summarily rejected.
3. The successful bidder has to deposit the entire bid money within two working days after the acceptance of the bid. The EMD of Rs. 5,000/- for each vehicle will be forfeited in case the bidder backs out for whatever reason. The EMD of unsuccessful bidder will be returned only after lifting of the vehicle by the successful bidder.

4. The bids received after the stipulated date and time i.e. after **03.00 P.M.** on **25.08.2017** will be summarily rejected. The bids received through E-mail/Fax/Telegram will not be considered. However, bids through speed post/registered post/courier will be considered only if received before the stipulated date and time.

5. The prospective bidder has to submit authenticated documentary proof of his address. The Department reserves the right to verify the antecedents/documentary proof of his address. In the absence of the information the bids shall not be entertained.

6. The bids with overwriting/cutting in the quoted rates will not be considered.

7. The vehicle has to be taken away by the successful bidder from “NDMA Bhawan”, A-1, Safdarjung Enclave, New Delhi – 110029, within 2 days after acceptance of the quotation of the successful bidder. The bid amount by the successful bidder will be deposited in favour of DDO, NDMA.

**8. The disposal will ordinarily be in favour of the highest evaluated bidder, whose bid has been found to be responsive and who is eligible & qualified as per term & conditions.**

9. Successful bidder may be intimated for removal of sold vehicle at his own expenses. No assistance / transportation will be provided by NDMA. Permission to take out the disposed vehicle from NDMA premises will not be allowed on holidays, Saturday and Sunday, etc.

10. In case the highest quoting firm fails to honour the bid, the next opportunity will be given to the next highest quoting eligible bidder (H2 firm).

11. The vehicle shall be used for bonafide/lawful purpose only.

12. The vehicle will be disposed of on “As is where basis” and no guarantee to its roadworthiness or quality etc. is given by the Department.

Yours faithfully,

Sd/-

**(Amrapali Dixit)**  
**Assistant Advisor (Genl.)**  
**Tele: 011-26701730**

**PROFORMA**

To,

Ms. Amrapali Dixit,  
Assistant Advisor (Genl.),  
National Disaster Management Authority,  
“NDMA Bhawan”, A-1, Safdarjung Enclave,  
New Delhi – 110029.

Subject: **Disposal of Old/Condemned one Staff Car (Tata Indigo – 2008).**

I/We intend submit the quotation as the subject as captioned above and hereby consent to agree/accept all the terms and conditions stipulated vide NDMA letter No. **D-26020/25/2015-Genl Dated: 27.07.2017**. The information desired and the rates quoted are as per following details:-

<b>Sl. No.</b>	<b>Description</b>	<b>Amount offered (in figures and words) Rs.</b>
(i).	Tata Indigo bearing registration	
(ii).	EMD Details (Amount, Name of Bank Branch, DD date and No.)	
(iii).	Name of the bidder	
(iv).	Address (along with proof of address)	
(v).	Telephone No.	

2. I/We have carefully read the terms and conditions of the offer, particularly regarding bid security, and agree to abide by these in letter and spirit. The decision of competent Authority in NDMA on any dispute arising out of offer shall be binding on me/us.

3. I/We agree to the forfeiture of the bid security if I/We fail to comply with all or any of the terms and conditions in whole or in parts as laid down in the tender enquiry letter **D-26020/25/2015-Genl** which would constitute and have force of a contract between me/us and the NDMA, if I/We am/are declared a successful bidder.

1. I/We hereby undertake that the vehicle(s) will be used for bonafide/lawful purpose only.

Place:

Signature:

Date:

Name

**LIST OF VEHICLES FOR AUCTION**

<b>Sl. No.</b>	<b>Regd. No. of Vehicles</b>	<b>Model</b>	<b>RC (Available/Not available)</b>
1.	DL 9C Q 4905	Tata Indigo	Available