

# NEIGRIHMS

North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences, Shillong

(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)

Director's Block, GPO Post Bag No.92, Mawdiangdiang, Shillong 793 018, Meghalaya

Store & Procurement:

Tele Fax: (0364) 2538032

Tender Enquiry No: NEIGR/S&P/OT - 29/2017 -18

F. No. : NEIGR/S&P/D-05/2016-17

Email: storeneigrihms@gmail.com

Website: neigrihms.gov.in

Dated: 12/07/2018

Date & time for receiving offers: 14:00 hrs of 10/08/2017

Date & time for opening of bid: 14:30 hrs of 10/08/2017

## **SUB: PUBLIC AUCTION FOR SPOT DISPOSAL OF OBSOLETE/UNSERVICEABLE STORES/ITEMS -VIZ. DESKTOP COMPUTERS (CPU), PRINTERS, UPS, CRT MONITOR, MOBILE, LAPTOP, ETC, IN THE INSTITUTE.**

Offers are invited on behalf of Director, NEIGRIHMS, Shillong from reputed Firms /Agencies for collection & disposal of stores /items, in sealed cover, addressed to the Deputy Director (Admn.), NEIGRIHMS, Mawdiangdiang, Shillong – 793018 with the words “Tender No & Date”, with due date boldly superscribed on the top of the envelope and the offer can be sent by registered /speed post or dropped in the Tender Box of the Institute placed near Store & Procurement Section, Top Floor, Director's Block of the Institute.

Agencies /Firms should note that the following terms and conditions will apply specifically in addition to the Rules and regulations applicable to purchases in the Government of India.

1. Please note that no counter proposal is acceptable to us and conditional / late tenders are liable to be rejected.
2. Vendors /Contractors are required to submit copies of Tax deduction /registration certificate (in case the vendor is liable to pay any tax), SC /ST certificate, etc.
3. No work will be allotted to Non-tribal bidder, contractors, suppliers, stockist, bonded warehouse, private carriage contractors, cooperative societies, etc except under a valid trading license issued by the Khasi Hills Autonomous District Council, Shillong.
4. Bidders should be able to handle the waste products in accordance to the rules & norms of Municipal Solid Waste (Management & Handling) Rules 2000, Bio Medical Waste (Management & Handling) Rules 1998, Hazardous Waste (Management & Handling) Rules 1989 laid down by the Meghalaya Pollution Control Board.
5. Bidders have to collect the waste product from the premises of NEIGRIHMS, Mawdiangdiang, Shillong - 793001 and disposal of the waste product will be the sole responsibility of the bidder /agency and the Institute will not be responsible in any situation arising thereof.
6. The bid of the highest acceptable responsive bidder may also be accepted.
7. In case the selected bidder /agency does not show interest in lifting the goods within the contracted period, the bid security will be forfeited.
8. Collection & Disposal of the waste product should be as per norms laid down by the Meghalaya Pollution Control Board /Registered Electrical Institute.
9. Stores will be sold subject to the condition of verification and inspection by the competent authority.
10. Each and every page of the terms and conditions of tender is duly signed of the firm /individual.
11. Rate per Quintal /Kg /Meter /Each, etc is to be clearly quoted against the lot /lots intended to be purchased.
12. The bidder /agency should make payment to the Institute, in the form of DD /Banker's Cheque in favor of Deputy Director (Admn.), NEIGRIHMS, Shillong -793018, of entire amount of cost of waste products allotted within a period of 7(seven) days from the date of issue of acceptance letter and the quantity allotted to them should be lifted within a period of 10 days from the date of issue of release order.
13. In the event of failure to complete the payment within the aforesaid period of 7(seven) days, NEIGRIHMS shall have the option to extend the period of 7(seven) days for making the payments provided, an interest of 18% per annum and storage charges at the rate of 10 paise per bag /kg or part of a bag /kg per day, subject to minimum of 40 paise per bag /kg or part thereof are paid by the party.
14. The right for addition, deletion or alteration in figures / quantity rests with the undersigned. NEIGRIHMS reserves the right to withdraw any lot/lots from the sale at any point of time and also to accept or reject any or all offers without assigning any reasons thereof.
15. Conditional Tenders will not be accepted.
16. The Tenderers can see the lots at the concerned depots on all working days during office hours.
17. NEIGRIHMS will not be held responsible for delayed receipt of tender form by post and the tenderers may ensure that the forms are received by them in time and the duly filled forms submitted in time.
18. The consignment may be inspected by the intending tenderers on the authority of this tender form at the godown (s) on any working day wherefrom the delivery of the stocks shall be made.
19. It will be the responsibility of the tenderer to obtain necessary import/ stock evacuation/export permits, interstate sale/ movement permits etc. from the authorities concerned in case the stocks are to be moved to places outside the District/ State/ Country.
20. Stocks be removed by the buyer within the period specified in the delivery order, with all the defects, if any, and notwithstanding any error or misstatements of description, measurement, quantity, weight, enumeration or otherwise and without any objection on the part of the buyer and no claim shall lie against the Institute, for compensation nor shall any allowance be made on account of such faults, mis-statements or errors although

the same may be of considerable nature. NEIGRIHMS reserves the right to withdraw from the sale any lot/ lots included in the tender prior to the acceptance of any offer for such lot/ lots without assigning any reason.

21. The buyer will make his own arrangement for transport (including loading /unloading) and will not be entitled to claim any facility or assistance for transport from the Institute.
22. The agency has to abide by all statutory rules and regulation of the Government of India /State and will be responsible for complying of all payment of minimum wages and other social security benefits (ESI, PF, leave /holiday, etc) as per manpower law, in force from time to time for the manpower engaged by the agency and deployed in the hospital.
23. The agency will be responsible for such conduct of the persons engaged by him in the hospital, which will be conducive for maintaining the harmonious atmosphere in the hospital and will be responsible for any act commission & omission of such persons.
24. Tender is to be duly signed on all the pages as a token of having accepted all the terms and conditions (no thumb impression is to be affixed).
25. Settlement of disputes – Director, NEIGRIHMS or his authorized representative shall be the final authority in all disputes and decision will be binding on all concerned.
26. The documents can also be downloaded from our website: [www.neigrihms.gov.in](http://www.neigrihms.gov.in)

Sd/-

Stores & Procurement Officer  
For and on behalf of Director, NEIGRIHMS

CC. Deputy Director (Admn.): for information please /Accounts Officer /IPC /Tender Committee members- For information and wide circulation please

**TENDER APPLICATION FORM**

1.	Name of the firm /agency:-		
2.	a	Full Postal Address:-	
	b	Cell Phone No.	
	c	Telephone No:-	
	d	Fax No.	
3.	a	Date of Establishment of Firm:-	
4.	a	If your Firm Registered under:-	
	b	Any other License /Registration:-	
	c	Any other Act, if not, who are the owners (Please give full address):-	
5.	Name and Address of your Bankers stating the name in which the Account stands:-		
6.	Total number of Manpower:-		
7.	Are you in the list of approved agencies of any other organization/ institutions, if any give details (Append extra page if necessary):-		
8.	Give details of any Government contracts executed during the last twenty four months (Append extra page if necessary):-		
9.	Any other information which you consider necessary to furnish:		

**UNDERTAKING:**

1. I, the undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them.
3. The earnest money of Rs. \_\_\_\_\_ to be deposited by me has been enclosed herewith vide FD/Demand Draft no. \_\_\_\_\_, Dt. \_\_\_\_\_, drawn on bank \_\_\_\_\_, Branch \_\_\_\_\_.
4. I/We give the rights to NEIGRIHMS, Shillong to forfeit the earnest money deposited by me/us if any delay occurs on my/our part.

Date: -  
Place:

Signature of the agency /firm:-  
Designation:-  
Full Name:

(Office seal of the agency)

**SPECIFICATION OF STORES: ANNEXURE: D**

Sl. No.	Stores / Items / Services	Units	Manufacturer /Make	Reserve Price (INR)	Rate per Unit (INR)	GST/Other Charges, if any (INR)	FOR Total Rate NEIGRIHMS (INR)
1.	Desktop Computer (CPU)	9	HP	400			
2.	Desktop Computer (CPU)	16	HCL	500			
3.	Desktop Computer (CPU)	3	Compaq	500			
4.	Printer Dotmatrix	1	Wipro	200			
5.	Printer Dotmatrix	3	Epson	200			
6.	Printer (All –in- one)	17	HP	300			
7.	Printer Deskjet	22	HP	200			
8.	Printer Laser	6	HP	300			
9.	UPS	40	Smart Power /Orion	110			
10.	Monitor (CRT)	77	HCL	200			
11.	Monitor (CRT)	4	Samsung	200			
12.	Monitor (CRT)	3	Compaq	200			
13.	Mobile	1	Nokia E72	2000			
14.	Mobile	1	Nokia 1100	300			
15.	Mobile	1	Nokia 3315	500			
16.	Mobile	1	Fly 2040	700			
17.	Laptop	1	IBM	1000			
18.	Laptop	1	Compaq	1000			
19.	Laptop	1	HP	1000			
20.	Computer Mouse	50	HCL /HP	10			
21.	Computer Keyboard	50	HCL /HP	10			
22.	Old Refrigerator	1	Godrej	500			
23.	Old Patient Bed Mattress	100	-	50			

Dated: \_\_\_\_\_

Signature of Firm /Agency  
Address: