

RFQ DOCUMENTS FOR SALE OF SCRAP ITEMS



भारतीय प्रबंध संस्थान, लखनऊ नोएडा परिसर

INDIAN INSTITUTE OF MANAGEMENT LUCKNOW
NOIDA CAMPUS,

B-1, Institutional Area Sector-62, Noida - 201 307 (UP) India Tel: 0120-6678532, 8515

Website: www.iiml.ac.in; Email: purchase_iimlnc@iiml.ac.in;

RFQ FOR SALE OF SCRAP ITEMS

Ref. No.: IIML-NC/PUR/SALE SCRAP/2024-25/07

Date: 17/03/25

Subject: Inviting Quotations for Sale of Scrap Items

IM LUCKNOW NOIDA CAMPUS intends to sell the miscellaneous Scrap Items on “As is where is” basis, lying at B-1 Sector-62 Noida-201301. Sealed quotations are invited from interested parties for the sale of scrap materials. Interested parties can submit their quotations at the latest by 31.03.2025 before 11.00 AM.

Schedule of Work

S. No.	Description	Details
(i)	Name of Work	Sale of Scrap Items
(ii)	Date of Inspection of Scrap Material / Pre-Bid Meeting	24 th March 2025
(iii)	Last Date of Submission of Quotation	31 st March by 11:00 AM
(iv)	Opening of Quotations	31 st March by 11:30 AM
(v)	Address for Submission of Quotations	IIM Lucknow Noida Campus, B-1 Sector - 62, Noida - 201307
(vi)	EMD	10,000/- submitted through DD in the name of Director, IIM Lucknow Noida Campus
(vii)	Time Period for Completion of Work	Three days after acceptance of the Sale Order
Note: Notice or amendment if any, shall be hosted on IIM LUCKNOW website: www.iiml.ac.in		

Contact Person: In case of any query, you may contact: Shri Ashok Fulzele, Sr. Estate Officer, IIML Noida Campus

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(II) TERMS & CONDITIONS

1. Procedure for Submission of Quotation

- 1.1 The quotations shall be submitted in a sealed cover duly stamped and super-scribed on top of the envelope '**Sale of Scrap Material**'. The quotations can be dropped in the tender Box or the same may be sent through 'Speed Post/Registered Post/By Courier'; however IIM LUCKNOW Noida Campus takes no responsibility for any postal delay. Quotations sent through email/Fax/Telex will not be entertained. Once the RFQ is submitted no withdrawal will be allowed.
- 1.2 Quotation should be submitted in the prescribed form given at the end of this document. Incomplete quotations shall be rejected summarily.
- 1.3 No Quotation (s) submitted or received by post after the specified date and time shall be accepted or be eligible for consideration.
- 1.4 In the event of office remaining closed on the date of opening of the quotations for any unforeseen reason, the quotations shall be received and opened on the next working date.
- 1.5 Bidder should sign on all the pages of this document.

2. Inspection, Quality & Quantity of Material

- 2.1 The goods are offered purely on '**AS IS WHERE IS**' basis. Pick and choose methods of collection is strictly prohibited.
- 2.2 The bidder should thoroughly satisfy themselves about the nature, conditions, and quality of the material at the time of inspection.
- 2.3 The Scrap material is sold on LOT basis. The entire material lying in the lot will have to be lifted by the purchaser so as to clear the entire lot at one time.
- 2.4 The condemned stores/scrap items shall be kept open for inspection. Interested bidders may inspect the scraps on the above working days between 10.00 am and 4.30 pm. The person inspecting the items should record their firm's name, his name, and his position in the Inspection Register. The person should produce proof of documentary evidence like an authorization letter in their letter pad/visiting card/ identification card, driving license, passport, PAN card, etc. before the inspection.

3. Acceptance of Offer

- 3.1 The Institute reserves the right to accept or reject the highest quotation without assigning any reason and may sell the material to one or more than one Bidder as it may deem fit and no claim/complaint in this regard from the highest bidder will be entertained.
- 3.2 The successful bidder will be intimated about acceptance of their offer under Registered Post /Telephonically/Email.
- 3.3 The Bidder should return the duplicate copy of the Sale Order duly signed and stamped as a token of acceptance.

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4. Payment Terms

- 4.1 The successful bidder should remit the sale proceeds (quoted value) in the form of Cash/NEFT/Demand Draft in favor of IIML Noida Campus within 3 days from the date of the Sale Order or earlier as will be specified in the Sale Order.
- 4.2 In case of default in payment within the time limits specified above, the contract automatically stands canceled.
- 4.3 IIML reserves the right to accept or not accept payment beyond the specified time limit.

5. Lifting Period & Default in Delivery

- 5.1 Entire Quantity has to be lifted within 3 days strictly as per Delivery Advice, which will be issued by iiml upon realization of the Demand Draft submitted by the successful bidder (buyer). Any delay in taking Delivery of materials beyond the specified period may attract ground rent @ 1% of the reserved price of IIML per day basis or may lead to termination of the Sale Order/Work Order.
- 5.2 IIML reserves the right to allow or not to allow the buyer to lift the materials with or without the Ground Rent after the expiry of the stipulated delivery period.
- 5.3 In the event of the material not being lifted by the buyer in its entirety the contract stands automatically cancelled thereby forfeiting the sale proceeds deposited by the bidder.

6. Collection & Disposal/Recycling of Material

- 6.1 Lifting of all scrap from "as is where is" basis will be the total and complete risk and responsibility of the scrap purchaser only.
- 6.2 The buyer should follow the procedure of IIML with regard to entry of vehicle, issue of material in force at the time of taking delivery. Cost of segregation/cutting / bundling /loading/unloading/transportation etc. of scrap materials are to be borne by the buyer (s).
- 6.3 All statutory requirements including environment, health, safety and labour enactments should be strictly followed in respect of persons employed by the buyer(s).
- 6.4 The buyer shall be solely responsible for proper disposal/recycling of the items by fulfilling the prevalent Environment Laws/compliances.
- 6.5 The buyer's representatives, workers, lorry drivers and others will have to strictly observe the working hours and regulations regarding the discipline and security while they are inside the premises of Institute.
- 6.6 The selected bidder must not indulge in any corrupt or unlawful practice while executing the work. If any such case is reported and established, IIML will have full rights to forfeit the Security Money and cancel the contract.
- 6.7 The selected bidder will be allowed to take delivery of items during office with prior intimation.

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7. Dispute / Arbitration:

All dispute and difference whatsoever arising between the parties out of or relating to the operation or effect of the contract or on the breach thereof shall be taken as per Arbitration Act. All kinds of legal proceedings in any matter arising out of the Contract shall be subject to the jurisdiction of the appropriate legal court at Lucknow.

8. General Terms & Conditions

- 8.1 During evaluation of the quotations, IIML may, at its discretion, ask the Bidder for clarification of his/her quotation.
- 8.2 Incomplete and conditional offers are liable for rejection.
- 8.3 No bidder shall contact any official of IIM LUCKNOW on any matter relating to his/her quotation from the time of the quotation opening to the time the issue of sale order. All bidders are strongly advised to furnish all material information in the quotation itself.
- 8.4 IIM LUCKNOW reserves the right to withdraw from Sale the material offered for sale in full or part thereof without assigning any reason whatsoever. IIM LUCKNOW also retains the option to cancel a deal even after issue of Sale Contract / Delivery Advice.
- 8.5 In the event of any dispute with regard to applicable taxes or any other statutory levies the matter has to be taken up directly with the concerned Authorities by the purchaser.
- 8.6 Intending bidder may seek for any clarification before bidding, submission of offer implies the Bidder has obtained all clarification required.
- 8.7 The bidder must sign every page of the General Terms & Conditions and schedules to the RFQ which form an integral part of the RFQ.
- 8.8 Unless otherwise specified the rates will be considered as basic rates without taxes & duties which will be extra as would be applicable on the date of delivery.
- 8.9 In all the cases, the rates should be quoted both in words and figures. Any alteration and/or overwriting should be duly authenticated by the Bidder's signature.
- 8.10 IIM LUCKNOW shall have the right to withdraw/cancel / issue amend to the RFQ Document to clarify amend, modify supplement, or delete any of the condition clauses stated in the RFQ, for which the bidder shall not be entitled to claim any cost, expenses in connection with the submission of the offer.

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DECLARATION

I/ we have fully understood the above Terms & Conditions of the RFQ “**Sale of Scrap Items**” which are returned herewith duly signed by me/us as a token of having accepted the same and I/ We have made our offer keeping in view these Terms & Conditions.

Signature of the Bidder

Full Name and Seal

Place & Date:

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**(III) FINANCIAL BID FOR THE SALE OF SCRAP MATERIALS
(In Firm's/Company's/Buyer's Letter Head)**

From (Company/Firm/Buyer Address)

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**To
Head Administration
IIM LUCKNOW Noida Campus**

With reference to the above RFQ Notice dated, I/ We.....
(Name and Address of the Firm/ Bidder) offer our rate/price as mentioned below:

- Price Offered (in Rupees) **Iron per kg** :
- Price Offered (in Rupees) **Cast Iron per kg** :
- Price Offered (in Rupees) **TIN per kg** :

- Total Price Offered

(in Figures)
₹ .

.....
(In Words) Rupees.....

Note:

- 1- The sale of RFQ will be the total highest cost offered by the firm/ vendor/proprietor, etc.
- 2- The institute may include some other items if deemed necessary.

Place:

Date:

**Signature of the Bidder with the Seal of the
Firm/Company**