

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY  
ADMINISTRATION DIVISION  
CENTRAL PURCHASE UNIT**

F.No.IG/CPU-GA/Condemn-Vehicle/2019

Dated: 13/03/2020

**DISPOSAL OF OLD VEHICLE**

On behalf of the Vice Chancellor, IGNOU, Registrar (Admin), invite sealed tenders for disposal of the following 06 (Six) condemned vehicles on "AS IS WHERE IS" basis from the reputed agencies/individuals:

Sl.No.	Vehicle No/Make	Model
1.	DL-3CAA-6404 Ambassador Car	2004
2.	DL-3CAY-2893 Ambassador Car	2007
3.	DL-3CBM-2516 Ambassador Car	2009
4.	DL-3CBM-2518 Ambassador Car	2009
5.	DL2CAA-4332 Maruti Esteem	2004
6.	DL-3CAY-2505 Maruti Esteem	2007

The sealed tenders with your highest quoted prices (in Indian Rupees only) individually for the vehicles listed above may be submitted in the proforma prescribed in this tender document to the undersigned along-with a Pay Order/Demand Draft/Banker's Cheque for Rs.5000/- (Rupees Five Thousand only) for each vehicle drawn in favour of IGNOU, Payable at New Delhi as refundable security(EMD) latest by 03.00 PM on 07/04/2020 which shall be opened on the same day i.e. on 07/04/2020 at 03.30 PM.

The sale against this enquiry shall be governed by the Terms & Conditions set out in Annexure I to this invitation.

Yours sincerely,

Banmali Singh  
Dy. Registrar-CPU  
Tel. 011-29571417

## ANNEXURE-I

### TERMS AND CONDITIONS FOR DISPOSAL OF VEHICLES:

1. Interested Parties may submit their highest prices for each vehicle individually in a sealed cover as per Annexure-III, latest by 3.00PM on or before 07/04/2020. The inner cover containing quotations and other relevant documents alongwith DD/Pay Order/Banker's Cheque towards EMD should be sealed properly. The cover should be put in another Outer Cover and may be dropped in the Tender Box at Room No.17, Block-4, Central Purchase Unit, IGNOU, New Delhi-68. Both the inner and the outer covers should be superscribed in Bold Capital letters "QUOTATIONS FOR DISPOSAL OF VEHICLES".
2. The disposal of vehicle shall be strictly on "AS IS WHERE IS BASIS" and no guarantee or certificate of its worthiness or quality will be given by the IGNOU. The condition of the vehicles can be inspected physically between 24/03/2020 to 03/04/2020 between 3:00PM to 5:00PM at IGNOU Campus, Maidan Garhi, New Delhi-110068 by contacting Shri Yograj Singh, AE(Automobiles), Phone No.011-29571413 on all working days.
3. The quotation should be accompanied by earnest money (EMD) for Rs.5,000/- (Rs. Five Thousand Only) for each vehicle failing which quotation/s shall not be considered. The earnest money can be deposited in the form of Bank Draft in favour of IGNOU, Payable at "New Delhi". If the highest tenderer/successful tenderer accepted by the University fails to deposit the Full Sale Price within the prescribed time limit, his earnest money (EMD) will be forfeited. Similarly, in case the offer is withdrawn by any of the tenderer, the earnest money deposited by him shall be forfeited. No representation in this regard shall be entertained by the IGNOU.
4. The successful bidder will be required to deposit the total bid amount by means of Demand Draft/Pay Order/Banker's Cheque in favour of IGNOU, New Delhi within 05 (Five) working days after receiving of Award of the Contract.
5. EMD of the successful bidder(s) will be released only after realization of Full Sale Amount. EMD amount will not be adjusted in the Sale Amount accepted by IGNOU and shall be released only after successful completion of the sale process.
6. The delivery of the sold vehicle will be arranged only after the successful bidder submits documentary evidence in support of residential status (Ration Card/ Voters Identity Card in case of individual and Registration Certificate in case of firms etc.).

7. The sold vehicle will be removed by the successful bidder(s) within 48 hours of depositing the full tendered amount at their own expenses. No assistance/transportation will be provided by IGNOU. Permission to take out the disposed vehicles from IGNOU premises will not be allowed on holidays/Saturdays and Sundays.
8. EMD of the firms rescinding their offer or withdrawing after submitting the bid shall stand forfeited. Decision of IGNOU shall be final in this regard.
9. IGNOU reserves the right to reject any or all tender/s in whole or part without assigning any reason/s thereof.
10. EMD of unsuccessful tenderers shall be returned within one month from the date of opening of tender. However, in case of successful bidder/s, same will be returned only after receipt of scrap parts of chassis number and engine number.
11. The bidder is required to reveal his full name/name of the authorized signatory of the firm/name of father, full postal address, telephone number & mobile number.
12. Vehicle will be used only for scrapping purpose only and after scrapping, parts containing Engine Number and Chassis Number will be deposited in the University within one month from the date of delivery of vehicle failing which EMD of the agency will be stand forfeited.
13. Disputes, if any, shall be subject to the jurisdiction in the Court of Delhi only.
14. Tender form should be signed in ink by the authorized signatory only. Photocopy or unsigned quotations or quotations not signed by authorized signatory shall be rejected.
15. Tendering firm shall alone be responsible for furnishing any false or wrong information and the consequences or loss thereof.
16. Quotation should be offered in proforma prescribed as given at Annexure- III.
17. Tender document can be obtained personally from this office from Room No.17, Block-4, IGNOU or downloaded from the website of the University: [www.ignou.ac.in](http://www.ignou.ac.in).

Banmali Singh  
Dy. Registrar-CPU  
Tel.011-29571417

**ANNEXURE-II**

**PROFORMA FOR OFFERING RATES FOR DISPOSAL OF  
CONDEMNED VEHICLES**

EARNEST MONEY DEPOSIT (EMD)	Rs.
PARTICULARS OF DEMAND DRAFT	No.
	Date
	Bank
	Branch
NAME OF THE BIDDER	
ADDRESS*	
TELEPHONE NUMBERS	

\*Address should be complete and supported with proof (attested copies of Ration Card, Registration Certificate, Voters I. Card). The bidder should always be available for receiving communication(s) at the given address.

Place:

Date:

Signature\_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### ANNEXURE-III

(To be submitted on Stamp Paper of Rs.100/- duly attested by Notary)

I/We submit my/our highest quotations for the staff car offered for sale by the IGNOU, New Delhi-68.

S.No.	Registration No.	Model	Make	Amount Offered (in Rs.)
1.	DL-3CAA-6404	2004	Ambassador	
2.	DL-3CAY-2893	2007	Ambassador	
3.	DL-3CBM-2516	2009	Ambassador	
4.	DL-3CBM-2518	2009	Ambassador	
5.	DL-2CAA-4332	2004	Maruti Esteem	
6.	DL-3CAY-2505	2007	Maruti Esteem	

1. I/we have read the terms and conditions of the offer carefully, and agree to abide by these in letter and spirit. The decision of the Vice Chancellor, IGNOU on any dispute arising out of the offer shall be binding on me/us.
2. I/we agree to the forfeiture of the earnest money (EMD) if I/we fail to comply with all or any of the terms and conditions in whole or in part as laid down in the tender enquiry Letter no. IG/CPU-GA/Condemn-vehicle/2019) dated 13/03/2020 which would constitute and have force of a contract between me/us and the IGNOU, New Delhi, if I/we am/are declared a successful bidder.
3. I/we hereby undertake that the vehicle(s) will be used for scrapping purposes only.

Place:

Date:

Signature\_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

