

**ICMR – NATIONAL INSTITUTE OF VIROLOGY, BANGALORE UNIT  
GENERAL TERMS AND CONDITIONS FOR SALE OF UNSERVICEABLE ITEMS AT ICMR-NIV,  
BANGALORE.**

1.	The Tenders should be submitted in sealed covers in the format provided by ICMR-NIV, Bangalore Unit along with General Terms & conditions of sale duly signed along with the Demand Draft towards Earnest Money Deposit (EMD). Open Tenders will be rejected. Please mention Tender No. and date on the envelope cover. Tender documents issued by ICMR-NIV are not transferable.
2.	Tender should be submitted only on the Tender Documents issued by ICMR-NIV, Bangalore Unit by paying the document fees, else it will be rejected.  Tender fee of Rs.500/- is non-refundable.
3.	Tendering parties should deposit EMD equivalent to 10% of the amount quoted in the form of Bank Demand Draft drawn on Nationalized Bank in the name of "THE DIRECTOR, NATIONAL INSTITUTE OF VIROLOGY, PUNE – 411 001". The DD has to be enclosed with the Tender Form. Without EMD Demand Draft, the tenders will be rejected. No interest will be payable on the EMD.
4.	The articles as per lot arranged at ICMR-NIV, Bangalore Unit offered for disposal is on " <b>AS IS WHERE AND WHATEVER IS THERE BASIS</b> ". GST as levied by the Government will be applicable extra on the bid amount.
5.	The EMD will be refundable within 30 days from the date of opening of the Tender, in case the Tender is not accepted.
6.	If the Tender is accepted, EMD will be adjusted against balance payment of allotted lot.
7.	The balance amount after deducting the EMD already deposited should be paid within two working days from the date of issuance of award letter either in Cash or Demand Draft. The Cash Receipt should be presented to the Administrative Officer (Stores) before the delivery of the Lot. The delivery of the Lot sold shall only be permitted on production of original receipt against full payment of the sale value.
8.	The Tenderer may inspect the Lot arranged at ICMR-NIV, Bangalore Unit on any working day between 15th March 2022 to 24 <sup>th</sup> March 2022 between 10.00 to 12.30 Hrs and 14.00 to 16.00 hours by prior appointment to satisfy himself / themselves about the condition of the articles / Lot offered for sale. No complaint whatsoever will be entertained after the tenders are submitted before or after the Lot is lifted. No request for inspection after submission of the tender will be accepted.
9.	Tenderers should clearly quote their bid amount for the LOT both in figures and words, excluding applicable GST. Any overwriting in rates or any change and / or alteration without attestation is liable to culminate the outright rejection of the Tender. In case, there is any error between the amount specified in figures and words, the higher of the two will be taken for consideration / evaluation.
10.	Tenders should be valid for a period of 30 (Thirty) days from the date of opening of the tenders.
11.	The Lot will be allowed to be lifted between 10.00 to 15.00 hours on any three working days after the auction process is complete.
12.	The successful Tenderer shall make his own arrangements for lifting the Lot/s from the site immediately after the delivery has been given to him. The Institute will not be responsible for loss, destruction, damage or deterioration to any of the articles due to any cause whatsoever thereafter. Labor, transport and other arrangement will have to be made by the purchaser at their own risk, cost and responsibility.

13.	The whole Lot will remain the property of ICMR-NIV till all the conditions are fulfilled. The mere payment of purchase money will not constitute the complete purchase. The Lot will become property of the purchaser only after the sale has been completed and the Lot has been handed over.
14.	The purchaser must effect complete removal of the Lot from the site within the specified period given in the delivery order issued by the ICMR-NIV. However, in case the Lot is not lifted within 3 (Three) working days from the date of the issuance of the communication regarding the acceptance of the Tender, the EMD will be forfeited and offer of the sale of Lot will stand cancelled.
15.	The Lot not so removed will be treated as an abandoned Lot and the EMD and other sums paid for the Lot will be forfeited without any reference to the purchaser. Such abandoned Lot, will be treated as ICMR-NIV property and can be re-sold by ICMR-NIV without reference to the purchaser.
16.	The person authorized by the purchaser will only be allowed to take delivery of the Lot. He must carry power of attorney with proper identification to represent the purchaser.
17.	ICMR-NIV reserves the right of withdrawing from sale of this Lot arranged at ICMR-NIV, Bangalore at any stage without assigning any reason thereof. ICMR-NIV will be fixing a minimum reserve price for the Lot arranged at ICMR-NIV, Bangalore, which will be confidential and will not be disclosed to any Tenderer. If the rate(s) of tender(s) quoted for the Lot is / are below than minimum reserve price, then the Auction Committee of this Institute shall try to negotiate for a better offer above the reserve price. In the absence of mutual negotiation, the Institute will terminate the present sale process and will decide the next course of action.
18.	The address given in the Tender Document shall be deemed to the purchaser's address and correspondence / communication sent on that address shall be considered to have been delivered to the purchaser.
19.	Failure to adhere to any of the conditions prescribed in the Tender Document will disqualify the Tenderer / Purchaser.

<b>Last date for issuance of Tender documents</b>	<b>24.03.2022</b>
<b>Last date of inspection &amp; submission of completed Tenders</b>	<b>24.03.2022 Up to 12.30 Hrs.</b>
<b>Tenders will be opened in NIV, Camp, Pune</b>	<b>24.03.2022 – 15.00 Hrs.</b>

I / We have read and understood the terms and conditions of the Tender Documents and willing to abide by the same.

Seal

Signature of Tenderer \_\_\_\_\_

Date: \_\_\_\_\_

Full Name \_\_\_\_\_

Full Address \_\_\_\_\_

# PRICE BID

Note: Please give details of your offer in the below format

LOT NO.	DESCRIPTION OF LOT/S	LOCATION	BID AMOUNT
1	<b>Single lot for Unserviceable Items</b>	<b>NIV, Bangalore</b>	In Figure Rs. _____ In Words Rupees _____ _____ _____