



INDIAN INSTITUTE OF MANAGEMENT AMRITSAR

PIT Building, Inside Govt. Polytechnic Campus;
Polytechnic Road; Chheharta, G.T. Road Amritsar – 143105
Phone No- 0183-2820034

TENDER FOR DISPOSAL OF VEHICLE

COMMERCIAL/PRICE BID

Issued to: -----

Tender Reference No.	IIMASR/NIT/213/2021
Date of Issue of Tender	18-Feb-2021
Last date of receipt of Tender	25-Feb-2021 by 12.00pm
Pre Bid Meeting / Inspection before bidding	22-Feb-2021 from 10:00 to 17:00
Last date of receipt of queries.	22-Feb-2021 by 17:00
Mode of Participation	Online Only
Date & Time for Opening of Technical bid	25-Feb-2021 at 12.30pm
Date for Opening of Price Bid	Will be Intimated Later
Earnest money Deposit (EMD)	Rs. 13,500/-
Tender fee	Rs. 1120/-

INDEX

Chapter	Description	Page no.
1.	Instructions to Bidders	3
2.	Terms & Conditions	5
3.	Price Schedule (to be quoted by bidders)	7
4.	Other Standard Form(s)	8

CHAPTER 1 - INSTRUCTIONS TO BIDDERS

Indian Institute of Management Amritsar is one of the six IIMs set up by the Ministry of Human Resources Development, Government of India, in the Union Budget of 2014. IIM Amritsar is currently located within the transit campus of Government Polytechnic, Amritsar, until it moves to its permanent campus.

The Director, Indian Institute of Management Amritsar invites online tenders for disposal of a vehicle on As-is Where-is basis.

1.1. GENERAL GUIDELINES

- 1.1.1.** Please read the Terms & Conditions carefully before filling up the document. Incomplete Tender will be rejected. All pages of the Tender Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as a token of having accepted all the Terms and Conditions of this Tender.
- 1.1.2.** The IIM Amritsar reserves the right to postpone and/or extend the date of receipt/opening of tenders or to withdraw the same, without assigning any reason thereof.
- 1.1.3.** Conditional proposal will not be accepted and will be rejected outright.
- 1.1.4.** The IIM Amritsar reserves the right to reject any or all the tenders without assigning any reason.
- 1.1.5.** Before submitting the Tender Document to the IIM Amritsar, the bidders may seek clarification(s), if any, during the pre-bid meeting/inspection/through an email.
- 1.1.6.** Canvassing in any form will make the tender liable to rejection.
- 1.1.7.** If the date of opening of the tender is declared a holiday, the tender will be opened on the next working day at the same time.
- 1.1.8. Site visit/Inspection:** Every Tenderer/Bidder is expected to inspect the vehicle on the prescribed date and time, at his own cost before quoting the rates. He must also go through all the terms and conditions as stipulated in the documents. It will be construed that the Vendor has inspected the vehicle and satisfied himself with the subject matter.
- 1.1.9. Tender Fee & Earnest Money Deposit (EMD):** The Tenderers/ Bidders shall be required to deposit a non-refundable tender fee of an amount of **Rs. 1120/-** (Rupees Eleven Hundred Twenty only) and a refundable EMD of an amount of **Rs.13,500/-** (Rs. Thirteen thousand Five hundred only), both by using the payment link (<https://iimamritsar.ac.in/payment>) and receipts of the same should be uploaded on our official website (<https://iimamritsar.ac.in/post/tender.html>) during participation in the Tender along with other required documents.
 - a. The EMD will be refunded to the unsuccessful Tenderers/Bidders within 30 days from the date of declaration of successful bidder or completion of sale process.
 - b. The EMD will be returned to the successful tenderers/bidders only after realization of sale proceeds, completion of necessary documentation and transfer of vehicle.
 - c. The EMD shall not bear any interest for the bidder.
 - d. MSME/NSIC firm will get EMD/tender fee exemption as per Govt. of India notification subject to the submission of valid registration certificate towards the same.
 - e. Tender fee and EMD should be deposited online using the payment link (<https://iimamritsar.ac.in/payment/>).
- 1.1.10. Authorized signatory:** If the Bid is made by or on behalf of a company, incorporated under the Companies Act of 1956, it shall be signed by the Managing Director or one of the Directors duly authorized on that behalf.

1.2. PROCESSING OF TENDER

- 1.2.1. Submission of Bids:** The tender should be submitted under two bid system in two parts, Part – I (Technical Bid) & Part – II (Financial Bid). The file of Part – I should be super-scribed as “Part– I Technical Bid” and File of Part – II should be super-scribed as “Part – II Financial Bid”. The technical bid and financial bid, along with all necessary documents as stipulated, is to be submitted online through the e-Tender Portal on IIM Amritsar’s Official website (www.iimamritsar.ac.in) only. Bids submitted in hard copy form (by post, offline) will not be accepted in any circumstances.
- 1.2.1.1.** Applications received within the stipulated deadline containing EMD, Tender fee, and the tender documents, along with all the required enclosures, only will be taken for consideration.
- 1.2.1.2.** Any individual/sole proprietor/ partnership firm/cooperative society/company can apply.
- 1.2.1.3. Technical bid:** List of documents to be submitted online along with the technical bid:
- a. Tender Fee and EMD payment receipts
 - b. Certificate of Incorporation of firm/agency etc.
 - c. Article/Memorandum of Association or Partnership Deed or an affidavit stating that it is a proprietary concern, as the case maybe, of the Firm/Agency.
 - d. GST registration copy
 - e. Self-attested copies of the following :
 - i. PAN card of the individual/agency
 - ii. Aadhar Card of the individual/agency
 - iii. Voter card of the individual/agency
- 1.2.2. Financial bid:** The Financial Bid (Tender) should be submitted strictly in the prescribed Form-1 “FINANCIAL BID” and should remain **valid for a minimum of three months**. Financial bids, which are not submitted in the prescribed form, will be summarily rejected. The Financial Bid should clearly contain the details as mentioned in the form. Financial bids will be opened on the date and time, which will be intimated later, in the presence of the technically qualified tenderers or their authorized representatives (with authority letter), who may be present. The decision of the Director of IIM Amritsar in this regard will be final and no requests etc. will be entertained from the bidders.

1.3. SUMMARY OF REJECTION OF BIDS/TENDER

- 1.3.1.** Any bid not accompanied by required EMD and Tender fee.
- 1.3.2.** Any bid in which rates have not been quoted in accordance with the specified formats/ details as specified in the bid document.
- 1.3.3.** If any bidder has filled more than one bid.
- 1.3.4.** If unclear, poorly scanned copies are uploaded and received.
- 1.3.5.** Photocopy, email or unsigned tenders, or tenders not signed by authorized signatory shall be rejected.

1.4. QUERIES & RESPONSES

Queries related to the stated above should be submitted at purchase@iimamritsar.ac.in **only till 17.00 of 22-Feb-2021**. Queries submitted after due date and time, and on any other email id will not be entertained. The response to the queries will be given within 1-2 days by email after the last date of submission of queries.

CHAPTER-2 TERMS AND CONDITIONS

Interested individuals/Parties may submit their highest price bid for the vehicle through online mode on the institute's website (<https://iimamritsar.ac.in/post/tender.html>) within the stipulated date & time.

2.1. GENERAL CONDITIONS

- 2.1.1. Tender is liable to be ignored if complete information/document is not provided as required.
- 2.1.2. Conditional offer or offers which are not in conformity to the prescribed document will be summarily rejected.
- 2.1.3. IIM Amritsar reserves the right to accept or reject any or all the tenders without assigning any reason thereof.
- 2.1.4. IIM Amritsar also reserves the right for accepting the whole or any part of the tenders and decision of the Director IIM Amritsar in the matter shall be final and binding.
- 2.1.5. The submission of tender will bind the Tenderer/Bidder to acceptance of all conditions specified herein.
- 2.1.6. All pages of the Tender Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as a token of having accepted all the Terms and Conditions of this Tender.
- 2.1.7. The disposal of the vehicles shall be strictly on "AS-IS WHERE-IS BASIS" and no guarantee or certificate of its worthiness or quality will be given by Indian Institute of Management Amritsar. The condition of the vehicles can be inspected physically on the prescribed date & time at IIM Amritsar transit Campus before submission of tender.

2.2. SPECIAL CONDITIONS

- 2.2.2 The highest successful tenderer will deposit the entire amount, including GST as applicable, within 07 days of the intimation to him of being highest bidder before lifting the vehicle. The amount may be deposited in the form of Demand draft/Banker's Cheque in the name of the Director Indian Institute of Management Amritsar payable at Amritsar.
- 2.2.3. If the highest quoting bidder(H1) fails to honour the bid, its EMD shall be forfeited. In such an event, an opportunity shall be given to the next highest quoting eligible tenderer(H2) to complete the bid with due negotiation to get the best sale price. In case of any dispute, decision of the Director of Indian Institute of Management Amritsar shall be final.
- 2.2.4. The EMD shall be forfeited, in case the offer is withdrawn by any tenderer. No representation in this regard shall be entertained by this Institute.
- 2.2.5. EMD of the successful bidder(s) will be released only after realization of sale proceeds amount, completion of necessary documentation and transfer of vehicle.
- 2.2.6. EMD of unsuccessful bidders shall be returned within 30 days from the date of declaration of successful bidder or completion of sale process.
- 2.2.7. The delivery of the sold vehicles will be arranged only after the successful bidder submits and produce documentary evidence in support of residential status (Aadhar card, PAN card, GST Registration and Registration Certification in case of firms etc.) in original and photocopy form alongwith a notarized affidavit (please refer Form-2) .
- 2.2.8. 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.
- 2.2.9. No assistance/transportation will be provided by the Indian Institute of Management Amritsar. Permission to take out the disposed vehicle from premises

- will not be allowed on holidays, Saturdays and Sundays etc.
- 2.2.10. The successful bidders will also be responsible for getting the Registration Certificate of the vehicles transferred in his name at their own cost expeditiously within the 30 days from the date of acceptance. It will be the sole responsibility of the buyer for getting the necessary paper works done in accordance with the law and as per the provisions of the Motor Vehicles Act (amended from time to time) as applicable for Transport Authority of Govt. of Punjab. This office will not be responsible for any lapse on the part of the buyer in this regard.
- 2.2.11. No bid shall be entertained to bid for vehicle on amount less than the reserve price of the vehicle. Such bid shall be rejected and EMD shall be forfeited.
- 2.2.12. Tender document should be signed in ink by the authorized signatory only. Photocopy or unsigned tenders, or tenders not signed by authorized signature shall be rejected.
- 2.2.13. Individual/Tendering firm shall alone be responsible for furnishing any false or wrong information and the consequences or loss thereof.
- 2.2.14. Disputes, if any, shall be subject to jurisdiction in the Court of Amritsar only.

CHAPTER-3:- PRICE SCHEDULE (TO BE QUOTED BY BIDDERS)

Form-1

Financial Bid

Name of bidder/firm/individual	
Complete address of the bidder	
Telephone/Mobile No. (s)	

Address given above should be complete and must be supported with proof (attested copies of ration card, Voter ID Card, latest Telephone/electricity Bill, Bank Pass Book copy). The bidder should always be available for receiving communications at the given address and phone number(s).

1. I/We submit my/our highest bid for the following old staff car offered for sale by IIM Amritsar through tender:-

Registration No.	Make	Model	Reserve fixed price	Amount Offered by bidder
PB02-CR-1092	CAR ETIOS VX (M) - Petrol	2015	3,38,745/-	Rs. (In digit) _____ Rs.(In word) _____ _____ _____

2. I/We have carefully read the terms and conditions of the offer, particularly regarding EMD and agree to abide by these in letter and spirit. The decision of the Director Indian Institute of Management Amritsar on any dispute arising out of the offer shall be binding on me/us.
3. I/We agree to the forfeiture of the 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 No.....which would constitute and have force of a contract between me/us and the IIM Amritsar, if I/We am/are declared a successful bidder.
4. I/We hereby undertake that the vehicle(s) will be used for bonafide /lawful purpose only. And, IIM Amritsar will not held responsible for anything after the vehicle is purchased by me.

Place:

Signature with seal

Date:

Name

CHAPTER-4 OTHER STANDARD FORM (S)

(On stamp paper)

Form-2

AFFIDAVIT

I,----- s/o -----
- r/o----- do

hereby solemnly affirm and declare as under:

1. That I have purchased vehicle registration number-----, chassis number-----, engine number -----, model ----- make----- from ----- of Indian Institute of Management Amritsar.
2. That I shall be responsible for all the liabilities and documentation of the above said vehicle, and documention which are attached with the file are genuine and the signature are mine and I am responsible for the same. RTA office will not be responsible for the said vehicle.
3. I shall be responsible for registration certificate tranfer of the vehicle.
4. That I am permanent resident of above said address.

Deponent

Verification:

Verified that the above contents are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Deponent