

## "HIGH COURT OF JUDICATURE AT ALLAHABAD.

### Auction Notice

High Court proposes sale by open auction in bulk, unusable and old Air-Conditioners, furniture, electrical goods, bicycles, Steel Almirah etc on the basis of "as is, where is". The aforesaid items are kept in the Court premise near Nazarat Section and new Office Complex. It may be seen on 03<sup>rd</sup> and 10<sup>th</sup> November, 2012 between 11.00 A.M. To 1.00 P.M. by contacting Registrar (N). Interested persons are required to submit there offers in sealed envelopes on or before 19.11.12 at 1:00 P.M. along with Rs. 5,000/- as Earnest money in cash. Number of Items, its detail, terms & conditions for the sale by auction is available at the office of Court Officer Nazarat and website of High Court ([www.allahabadhighcourt.in](http://www.allahabadhighcourt.in)). In case of any dispute the decision of the Registrar General will be final."

Sd/-

(S. Farid Raza)  
**Registrar (N)"**

### Instructions to Bidders (ITB)

1. The Registrar (N) on behalf of High Court Allahabad invites the sealed bids from the interested bidders for sale of scrap lying in the high court premises. **The Bidder has to submit only one bid for all the scrap items taken together (as per the list available with the office of court officer, Nazarat).**
2. Bids once submitted cannot be withdrawn.
3. A set of Bidding documents may be collected from the office of concerned Court officer, Nazarat, between 11:00 am and 04:00 pm on any working day from 19.10.2012 to 19.11.2012.
4. The Contract shall be for the whole of the scrap as a single unit and as per the list available with the office of the Court Officer, Nazarat. Interested bidders may obtain further information at the same office from where the documents are to be procured.
5. Bids must be delivered to the office of the Court Officer, Nazarat on or before 01:00 P.M. on 19.11.2012 and the bids will be opened on the same day at 02.00 P.M., in the office of the Registrar (N).
6. The Bidder, at his own cost, responsibility and risk, is encouraged to visit, examine and familiarise himself with the Site of Scraps and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for sale. The costs of visiting the Site shall be at the Bidder's own expense. He may contact the person in the office of concerned Court officer, Nazarat.
7. Content of Bidding Documents: The set of bidding documents comprises the documents listed below.
  - Copy of notice Inviting Tender
  - Instructions to Bidders
  - Form of Bid
  - Photo copy of Cash deposit receipt.
8. The Bidder shall submit one set of the bid comprising of the documents as described in bid document. Bidder must submit all information on prescribed Performa with the bid.

9. Before the deadline for submission of bid, the high Court may modify the bidding documents by issuing addenda. Any addendum thus issued shall be part of the bidding documents and shall be communicated in writing by registered post or by Phone to all prospective bidders.
10. All documents relating to the Bid shall be in the language specified in English/Hindi.
11. The Bid submitted by the Bidder shall be in sealed envelope. The prices shall be quoted by the bidder entirely in Indian Rupees.
12. The Bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign on behalf of the Bidder. All pages of the Bid shall be signed by the person or persons signing the Bid.
13. The Bid shall contain no overwriting, alterations or additions, except those to comply with instructions issued by the Registrar (N),
14. The Bidder shall furnish, as part of the Bid, Earnest Money, of rupees 5000/-. The Earnest Money shall be in the form of Cash Deposit in the Cash Section of the Allahabad High Court. Any bid not accompanied by an acceptable Earnest Money, shall be rejected as non-responsive.
15. The Earnest Money of unsuccessful bidders will be returned at the earliest after the announcement of successful bidder.
16. The Earnest Money of the successful Bidder will be either adjusted against the overall bidding amount or returned after he/she deposits the full amount.
17. The Earnest Money may be forfeited if the Bidder withdraws the Bid after bid opening or after the announcement of award to the successful bidder or in case of a successful Bidder fails to submit the full realization amount within the time limit of one week after the receipt of acceptance letter by the successful bidder.
18. The Bidder shall place his bid in one sealed envelope along with the photocopy of the cash deposit receipt of Rs 5000/-. The envelopes must be super scribed with the name, address, mobile number and the serial number of cash deposit receipt by the Bidder.
19. Complete Bids must be received at the office of the Registrar (N) not later than the date and time indicated in the bid document. The Registrar (N) may extend the deadline for submission of bids by issuing an amendment. Any Bid received by the Registrar (N) after the deadline prescribed in bid document will be returned unopened to the Bidder.
20. The Registrar (N) will open the bids received (except those received late) in the presence of the bidders/bidders' representatives who choose to attend at the time, date and place specified in the bid document. In the event of the specified date for the submission of bids being declared a holiday for the Allahabad High Court, the Bids will be opened at the appointed time and location on the next working day.
21. The Registrar (N) will evaluate and compare only the bids determined to be substantially responsive. Information relating to the examination, evaluation, and comparison of bids and recommendations for the award of a contract shall not be disclosed to bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced.
22. The Registrar (N) will award the Contract to the Bidder whose Bid has been determined to be substantially responsive to the bidding documents and who has offered the highest Bid price for the purchase of scrap.
23. Notwithstanding the above Clause, the Registrar (N) reserves the right to accept or reject any Bid, and to cancel the bidding process and reject all bids, at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Registrar (N)'s action.

24. The bidder whose Bid has been accepted will be notified of the award by the Registrar (N) by phone and registered letter. This letter hereinafter called the "Letter of Acceptance" will state the sum that bidder will pay to the Registrar (N) in consideration of the sale of scrap by the Allahabad High Court to the bidder (hereinafter called the "Contract Price"). The bidder has to deposit this contract amount within the period of one week after the receipt of letter of acceptance thereafter he/she will be allowed to take away the scrap deemed sold. In the event of failure to deposit the contract amount his /her Earnest amount and 25% amount deposited will be forfeited and the deal/contract will be scraped.
25. The notification of award will constitute the formation of the Contract.
26. The highest bidder shall deposit 25% of the offered amount on the date of opening of bids and the rest amount shall be deposited within 07 days from the date of receipt of acceptance letter failing which the High court is authorized to cancel the bidding and forfeit the Earnest money along with the 25% bidding money deposited.
27. All applicable taxes, if any at admissible rate, has to be paid by the successful bidder.
28. A successful bidder is required to submit photo copy of his Pan card and address proof.

Name and Signature of the bidder with date:

## Form of Bid

\_\_\_\_\_ [Date]

To

The Registrar (N)

High Court of Judicature at Allahabad

Description of the Work: Sale of Scrap lying in the premises of Hon'ble High Court,  
Allahabad \_\_\_\_\_

1. I/ We offer to purchase the scrap as a whole lying in the premises of Hon'ble High Court, Allahabad marked for the purpose of sale by auction and mentioned in the list available with the Court Officer, Nazarat

For rupees.....

2. I/we have visited the place where scrap is lying and examined the items (scrap). I/We undertake to pay the above mentioned amount and take the scrap within stipulated time as per the bidding documents on receiving the notice to proceed/ Letter of Acceptance.
3. This Bid and your written acceptance of it shall constitute a binding Contract between us. We understand that you are not bound to accept the highest or any Bid you receive.
4. I understand that in the event of award of contract I shall deposit 25% of the bidding amount on spot and balance 75% amount with in 07 days failing which the High court is authorized to cancel the bidding and forfeit the Earnest money along with the 25% bidding money deposited.

We hereby confirm that this Bid complies with the Bid validity and Earnest money required by the bidding documents.

Authorized Signature: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Authorized Address of communication: \_\_\_\_\_

Telephone No(s): (Office): \_\_\_\_\_

Mobile No. : \_\_\_\_\_