

National Human Rights Commission

Manav Adhikar Bhawan, 'C' Block, GPO Complex, INA
New Delhi-110023

F.No.D-24012/1/2017-GA

August 21st, 2017

TERMS AND CONDITIONS FOR AUCTIONING OF TWO CARS OF THE COMMISSION

Sealed bids are invited for disposal of two (02) condemned staff cars belonging to the office of National Human Rights Commission on "AS IS WHERE IS BASIS" as per the time schedule given below:-

a). Particulars of Car:

Make of Vehicle	Registration No	Model
Toyota Corolla Petrol AC	DL 2CQ 3558	2008
Maruti SX4 Petrol AC	DL2CQ 7133	2011

b). Time Schedule:

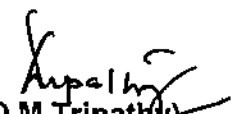
- i. Closing date & time for receipt of bid : 21.09.17 at 5.00 P.M.
- ii. Place for submitting bid : Tender Box kept at CR Section
Manav Adhikar Bhawan, 'C' Block,
GPO Complex, INA
New Delhi -110023

- iii. Bid Opening Date & Time : 25.09.17 at 3.00 PM
- iv. Place of Bid Opening : Conference Room No. 508
Fourth Floor, Manava Adhikar Bhawan
'C' Block, GPO Complex, INA
New Delhi-110023

Note:- In the event of the last date being declared as a holiday/closed day, the bid will be received/opened on the next working day at the same appointed time.

2. **LATE BID:-** The bid received after the specified date and time will not be considered.
3. The above cars are parked at the Manav Adhikar premises (Basement Parking) and they can be inspected by the prospective bidders on all working days on or before 21.09.2017 between 3.00 p.m. to 4.00 p.m.
4. **Earnest Money Deposit (EMD):-** EMD of Rs.5,000/- (Rupees five thousand only) is required to be submitted along with the bid (Annexure-I) in the form of Demand Draft/Pay Order payable in Delhi to "National Human Rights Commission". **Bid without EMD and in any other form i.e. Cheque, cash etc. will not be considered.**

- 4.1 The EMD should remain valid for a period of 45 days beyond the final date of bid validity period.
5. The bids should be furnished in Enclosed format and the name, address and telephone/mobile numbers of the bidder should be clearly indicated.
6. The bidders should quote their unconditional rates strictly as per the Annexure-I. Cutting / overwriting, if any, should be countersigned. Each page of the tender should be duly stamped and signed by the authorized signatory of the agency/firm/company/individual.
7. Conditional or ambiguous bids are liable to be rejected.
8. The bidder(s) will have to **attach** his/her/their self attested proof of identity/residence while submitting the bid and indicate the same in Sl.No. 2 of Annexure -- 1 by means of a copy of **Ration Card or Driving License or Voter Identity Card or Aadhar UID Card** etc. (in case of the individual bidder). A copy of the **Registration of the firm/company/agency** is mandatory, if the successful bidder(s) happens to be a Firm/Company/Agency.
9. The vehicles have to be removed by the successful bidder(s) from the office premises of the Commission **within three days** from the date of the receipt of the letter by him/her/them issued by this office, regarding acceptance of his/her/their bid(s) offer, **after making payment of the bid amount.** **The vehicles will be delivered only after producing the original proof of identity/residence and depositing the bid amount by DD/Pay Order payable at Delhi to "National Human Rights Commission",** failing which EMD will be forfeited. No further correspondence in this regard will be entertained after that.
10. Successful bidder should transfer the vehicle in his/her/their name within one month under Motor Vehicle Act with intimation to National Human Rights Commission and **also submit Notary attested Stamped Affidavit to this effect while taking delivery of the vehicle.**
11. The Commission reserves the right to accept or reject any bid without assigning any reasons thereof. The decision of the Commission in this regard shall be final and binding on the firm/agency/company/individual.


(D M Tripathi)
Under Secretary(GA)
☎011-24663280

**Format for furnishing bids for purchase of old condemned cars from
National Human Rights Commission**

1. **Name & Address of the Bidder:**
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2. **Name of the Document attached
as Proof of identity of the bidder**
(as per para 8 of Terms and Conditions)
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3. **Tel. Nos. (Res.)**
- (Office)**
- (Mobile)**

4. **Bid for Vehicle :**

Registration No	Make/Model	Price in words (in Rs.)	Price in figures (in Rs.)
DL 2CQ 3588	Toyota Corolla (Petrol AC)		
DL 2CQ 7133	Maruti SX4 (Petrol AC)		

5. **Details of EMD:** Rs _____ (in figures)
- Rupees _____ (in words)
6. **Pay Order/DD No** _____ **dated** _____ **Bank** _____

(Name and Signature of Bidder)
[In case of firm, seal is also required]

Signature