TENDER FOR SALE OF USED OFFICE CAR – CHEVROLET CRUZE

(1) Tender offer Enquiry No. : IBPS/Tender-offer/used car-Aug.19/2019-2020

(2) Tender offer Document for : Sale of used office car – Chevrolet Cruze
Mfg. year - 2012
Well maintained & in running condition

(3) Date of Advertisement on IBPS website : 10th August, 2019

(4) Date of Advertisement in the newspapers: 10th August, 2019

(5) Last date/time of submission of tender offers: 3rd September, 2019, upto 11.30 a.m.

(6) Date and time of opening tender offers : 3rd September, 2019, at 12.15 p.m.

(7) Note :

(a) The sealed envelope containing quotation offer should be super scribed as “Quotation offer for sale of old office car – Chevrolet Cruze”

(b) The sealed envelope should also contain Demand-draft/pay-order towards prescribed EMD amount of Rs.10,000/- drawn in favour of “Institute of Banking Personnel Selection”

(c) The sealed envelope should be addressed to:
Divisional-Head (Administration)
Institute of Banking Personnel Selection
IBPS House, Plot no. 166, behind Thakur Polytechnic,
90 ft. DP Road, Off. W/E Highway
Kandivali (E) Mumbai-400 101.

(d) The bidder wish to be present at the time of opening of the quotations/offers should visit our office at above-mentioned date/time.
To,
Divisional-Head (Administration)
Institute of Banking Personnel Selection
IBPS house, Kandivali (East)
Mumbai – 400 101
Dear Sir,

SUB: Submission of quotation/offer against tender for sale of used office car – Chevrolet Cruze on “As is where is & what is” basis.

Ref: IBPS/Tender-offer/used car-Aug.19/2019-2020

With reference to your advertisement published in newspapers on 10th Aug. 2019 and also exhibited on your website, we are hereby giving our final offer for purchasing aforesaid used office car on “as is where is & what is” basis after undertaking required inspection of the above-mentioned item at your office premises.

Our total/final quotation-offer amount for your **old office car – Chevrolet Cruze** on “As is where is & what is” basis is

Rs. ________________ (In words-Rs. ____________________________) Plus G.S.T. as applicable.

*(Note: The total quotation/offer amount mentioned above should be exclusive of G.S.T.)*

**Encl. D.D./pay-order no. _______ dated______ for Rs.10,000/- for EMD**

Signature of the bidder with seal____________________________

Name of the Bidder: _______________________________________
Name & Designation of Authorized signatory: ______________________
Complete Address of the Bidder: __________________________________

Occupation of the Bidder ____________________________ PAN: ____________
Email Add.: ____________________________ G.S.T. No. ________________
Mobile Ph. no. : ____________________________ Landline Ph. No. : __________

Bidders’s Signature & stamp |
Terms & Conditions forming part of the tender offer
for sale of used office car – Chevrolet Cruze on “As is where is & what is” basis.
Ref: IBPS/Tender-offer/used car-Aug.19/2019-2020

Quotation/Tender offers are invited for the sale of used office car – Chevrolet Cruze on “As is where is & what is” basis. The quotation/tender offer duly signed and stamped should be submitted in sealed condition only.

The Quotations/offers will be opened on the 3rd September, 2019 at 12.15 p.m. in the presence of bidders or their authorized representatives. The bidder wish to be present at the time of opening of the quotations/offers should visit our office on the date and time mentioned in the tender document.

Terms and conditions:

1. Interested bidders should quote total offer amount excluding G.S.T. Actual GST amount will be calculated/payable as per the rate applicable.

2. The Offer must be accompanied with EMD (Earnest Money deposit) in the form of DD/Pay order of Rs. 10,000/- (Rupees Ten thousand only) in favour of “Institute of Banking Personnel Selection”, payable at Mumbai in fulfillment of the terms/conditions. Applications without Earnest Money shall be rejected by the Institute. No interest is payable on the earnest money.

3. Prior to the submission of the quotations/offers, bidders should undertake physical inspection of the aforesaid car, available at IBPS premises on any working day between 11.00 a.m. to 5.00 p.m. (except Saturday, Sunday and Bank holidays) with prior appointment. For prior appointment you may contact Manager-Administration on 022-2968 7000/7250.

4. Along with the quotation/offer you should furnish the following documents dully self-certified. (A) Xerox Copy of PAN card (B) Copy GST registration certificate, if available.

5. The eligible bidder, who has quoted highest offer price shall have to settle the full payment before lifting the aforesaid used office car from our premises. The payment will
be accepted either by Demand Draft/Pay-order or direct bank transfer through NEFT/RTGS. No cash payment will be accepted.

6. The bidder will have to make all necessary arrangement (loading, transportation etc.) for lifting the material at their own cost.

7. The eligible successful bidder shall complete the transaction of making the full payment and taking the delivery of the aforesaid used office car within three weeks from the date of intimation by IBPS. In exceptional circumstances, IBPS may grant extension of timeline.

7. In case the bidder fails to fulfill the commitment/offer made by them, the EMD amount shall be forfeited.

8. After completion the process, EMD (Earnest Money Deposit) submitted by the bidders along with their quotation will be returned.

9. Tender offer will be rejected if it is
   i. received after the due date
   ii. not accompanied with demand draft/pay-order worth Earnest Money deposit of Rs. 10,000/- (Rupees Ten thousand only)

10. The sealed cover should contain filled-in quotation tender form duly signed along with Demand draft/pay-order towards prescribed EMD amount and should be superscripted “Quotation/offer for sale of old office car –Chevrolet Cruze” and shall be sent on or before 11.30 a.m. on 3rd Sept., 2019 to:
    Divisional-Head (Administration)
    Institute of Banking Personnel Selection
    IBPS House, Plot no. 166, behind Thakur Polytechnic, 90 ft. DP Road, Off. W/E Highway
    Kandivali (E) Mumbai-400 101

11. Right Reserved by the Institute: The institute reserves the right to accept or reject any quotation/offer or part thereof or cancel the tendering process without assigning any reasons.
12. The terms and conditions as may be in force from time to time shall apply.

13. In case of any dispute, the decision of Director of IBPS shall be final.

I agree to all the terms and conditions mentioned in the quotation document of the Institute.

Date: _______________  Signature of the bidder with seal
Place : _______________  Name & Address of the Bidder : ____________________