

Sub :- Sealed tender invited for sale of old unused office IT Related equipments and other than IT assets of HUDCO Regional office Hyderabad (As is where is basis).

Sir,

Housing & Urban Development Corporation Limited (HUDCO) is a fully owned Government of India Enterprise. It is a Techno Financing Institution having its Regional Office at 5-10-193, 1st floor HACA Bhavan, Opp: Public Gardens, Hyderabad - 50004.

Sale of old unused IT Related equipments and items other than IT at HUDCO Regional Office is proposed .Therefore sealed tenders are invited (As is where is basis). **Interested bidders may submit quotation as per Annexure-I to The Executive Director, HUDCO Regional Office Hyderabad.** Bidders should also submit their GSTIN Certificate. **The GST No. of HUDCO is 36AAACH0632A1ZE.**The general rule, terms and conditions are as follows:-

- 1 The bidder has to submit their bids in the Tender box kept in our office or by post on or before **15-03-2024 by 03:00 PM**. Bids received will be opened on the **same day at 03:30 PM**. The bidder or the representatives of the bidder can participate in the bid opening process.
- 2 Sealed bids should be earmarked as "Quotation for sale of Old Unused Equipments" along with the reference no, Last date of submission, and name of the firm.
- 3 Please mention the rates clearly in numbers and in words. If there will be difference between words and numbers then amount of words will be considered. Please mention the rates in relevant column of Annexure-I.
- 4 Bids will be valid upto 60 days. The bids with lessor valid period will not be considered.
- 5 HUDCO will not consider the escalation during the validity of the bids.
- 6 HUDCO will not consider change in rates once the bids are opened.
- 7 Bidder, before submitting quotations, should clearly understand HUDCO's requirements and in case, inspection of Equipments/items or any information/clarification is required. He / she may visit HUDCO office during working days preferably with a prior appointment on any working day during office hours from 10.00 a.m. to 5 p.m. to know about it. It may be noted that request for clarification/information after closure of the last date of receipt of quotation shall not be entertained.
- 8 The bids received after the date and time of submission of bid will not be considered. HUDCO will not be responsible for postal delays if any.
- 9 The bidder shall have E-waste authorization certificate preferably from appropriate authority if any .

- 10 HUDCO reserves the right to reject any or all of the bids without assigning reason. An Earnest Money Deposit (**EMD**) of **Rs. 600/- (Rupees Six Hundred only)** is payable in the HUDCO Account as per details given below. The payment should be made through RTGS/NEFT only. The bidder has to submit a copy of the transaction slip with the Tender Form. The EMD of unsuccessful bidder shall be returned after completion of tendering process without any interest and for successful bidder the same will be adjusted against sale price. Tenders without EMD will not be entertained.

Name of Beneficiary	HUDCO Ltd.
Bank	SBI Bank
Account type	Current Account
Branch	Saifabad
IFSC Code	SBIN0017745
A/c No.	41003850788

- 11 Two envelopes have to be submitted in one sealed envelope. First envelope contain Earnest Money and Second should contain financial bid and bank details.
- 12 The agencies who are registered with MSME / NSIC are exempted from EMD, can also participate in the bidding as notified by the Ministry of Micro, Small and Medium Enterprises, GOI. No EMD shall be payable by these vendors and other conditions as announced by the Govt. from time to time shall be applicable to them subject to full compliance of other terms and conditions of the tender and contract.
- 13 The successful bidder will deposit whole tender price within 10 days from the receipt of Offer Letter and after payment, all equipment and items should be shifted from HUDCO premises within 15 days otherwise EMD amount will be forfeited and all items may be handed over to second highest bidder.
- 14 The successful bidder will bear all expenditure on transportation of items.
- 15 HUDCO decision will be bound on both the parties if any disputes arise during tender process.
- 16 Please visit HUDCO website at **www.hudco.org** and Government Website **<http://eprocure.gov.in>** for downloading all proformas and for further details like terms and conditions etc.
- 17 In case of any clarifications, English version of this NIT shall prevail over.

Thanking you

Senior Manager (IT)

Enclosure :-

- (1) Annexure-I – List of Items
- (2) Annexure-II - Bank details

Annexure-I**LIST OF IT / OTHER THAN IT ASSETS ARE TO BE DISPOSED**

SNO	BRAND NAME / MODEL	QUANTITY	DATE OF PURCHASE
1	HP Laser jet printer 1150	1	25-08-2004
2	Compaq Presario (computer)	1	30-12-2002
3	HP Compaq 7830	1	23-10-2007
4	Compact Ups 1 KV 1024	1	09-05-2014
5	APC make of UPS (700 VA)	4	11-07-2012
6	WAN System	1	15-05-2007
7	Camera (Canon)	1	06-12-2010
8	Camera (Sony)	1	12-09-2015
9	Blue Ray DVD (sony)	1	29-05-2016
10	Bio-Metric attendance Machine(ESSC)	1	10-10-2017
11	Window AC(Videocon)	1	31-03-2005
12	Carrier AC	1	04-11-2009
13	Fountain – Scrap	1	09-04-1995

OFFER FORM

Ref No: HUDCO/HRO/IT Asset disposal/2024

Date: _____

Name of the tenderer :

Address of the tender :

Phone No. :

Mobile No. :

Fax No. :

Contact person:

Ref: Sale of old Scrap Material strictly on “AS IS WHEREIS BASIS”.

Dear Sirs,

We have inspected the old scrap material lying at HUDCO, Hyderabad Regional Office premises on above address and confirm our acceptance of the same. We are pleased to submit our offer for purchase of Old scrap material as mentioned below item wise..

SNO	BRAND NAME / MODEL	QUANTITY	AMOUNT TO BE QUOTED
1	HP Laser jet printer 1150	1	
2	Compaq Presario (computer)	1	
73	HP Compaq 7830	1	
4	Compact Ups 1 KV 1024	1	
5	APC make of UPS (700 VA)	4	
6	WAN System	1	
7	Camera (Canon)	1	
8	Camera (Sony)	1	
9	Blue Ray DVD (sony)	1	
10	Bio-Metric attendance Machine(ESSC)	1	
11	Window AC(Videocon)	1	
12	Carrier AC	1	
13	Fountain – Scrap	1	

PRICE BID

Base amount

Rs. _____

CGST @9%

Rs. _____

SGST @9%

Rs. _____

Tender price :

Rs. _____

(Rs. in words:

)

HSN Code:

DECLARATION: I/WE have read and acquainted myself/ourselves with NIT and its terms and Conditions of sale. I/WE agree to the terms and conditions and accordingly submitted this offer.

Annexure –II**(BANK DETAILS)**

बैंक डिटेल्स का विवरण/The details of Bank A/c:- (साथ में सलग्न करें।)

एजेंसी का नाम/Name of Agency/Firm	
बैंक का नाम/Bank Name:	
आईएफएससी कोड/IFSC Code :	
खाता क्रमांक/Bank A/c Number:	
ब्रांच का नाम/Branch Name:	
ब्रांच का पता/Branch Address:	
ब्रांच का टेलिफोन / Branch Telephone No:	
खाते का प्रकार/A/C type: (SB A/c/ CA/Cash Credit with code)	

दिनांक :

एजेंसी का नाम/ Name of the Agency
एजेंसी का पता/Address & Telephone
हस्ताक्षर/Signature with Stamp