



Regional Office : No.6, Esplande, Chennai House, Chennai – 600 108 (INDIA)
Phone No. +91 44 25341210

E-TENDER FOR SALE OF USED ITEMS
(OFFICE FURNITURES, AIR CONDITIONERS,
VAULTS & OTHER MISCELLANEOUS ITEMS)

E-TENDER NO. MMTC/CHN/ADMIN/USED ITEMS/22-23/002

Dated: 13.1.2023

Closing At 15.00 Hrs (IST) on 3.2.2023

MMTC LIMITED INVITES OFFERS FOR SALE OF USED ITEMS (OFFICE FURNITURES,
AIR CONDITIONERS, VAULTS & OTHER MISCELLANEOUS ITEMS)

COPY OF TENDER DOCUMENT CAN BE OBTAINED FROM THE ADDITIONAL GENERAL
MANAGER OR CAN BE DOWNLOADED FROM OUR WEB SITE:

<https://mmtc.abcprocure.com>

<https://eprocure.gov.in/cppp/>

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(OFFICE FURNITURES, AIR CONDITIONERS,
VAULTS & OTHER MISCELLANEOUS ITEMS)

E-TENDER NO. MMTC/CHN/ADMIN/USED ITEMS/22-23/002

Dated: 13.1.2023

Terms & Conditions of E-Tender :

1. INVITATION FOR E-BIDS :

MMTC Limited, Regional Office, 6, Esplanade, “Chennai House”, Chennai – 600108 invites **E-bids** from Individuals & Firms in Chennai intending to purchase used office items on “**As is where is basis and no complaint basis**” on the terms and conditions given below:

Interested parties may upload their E-BIDS (electronic form only). The last date for receiving the e-bids is 3rd February 2023 upto 3.00 P.M. The bids shall be opened on the same day ie., on 3rd February 2023 at 3.30 P.M. Decision of MMTC Limited will be final and binding on the bidders. MMTC Limited reserves the right to accept or reject any / all quotations without assigning any reason whatsoever.

TERMS AND CONDITIONS ARE AS FOLLOWS:

- 1. Product:** Various used office furniture items, Air conditioners, Vaults and other miscellaneous items. Details are given at Annexure-I. The items are offered on “**As is where is basis and no complaint basis**”.

The used items are broadly classified into 3 categories as follows :

Category 1 : Various used office furniture items and miscellaneous items (These items are available in 2 locations).

Category 2: Used Air-conditioners (Spilt ACs and Window ACs) – (These items are also available in 2 locations).

Category 3 : Used Vaults

The bidder may apply for any of the above category or all of the above category items. While applying for each category, all items listed under that category has to be taken by the bidder and hence bid has to be submitted for all the items in that category **in total.**

For Example : If the bidder applies for Category 2 items, quotation has to be submitted for all the items in category 2 in total. Similarly for category 1 and category 3.

A single bidder can also quote for all the 3 categories.

- 2. Inspection of Items:** The items offered for sale are available in 2 locations. Interested parties can inspect the items on any working day (**Monday to Friday**) from 13.1.23 to 2.2.23 between 10:30 AM and 5 PM at the following 2 locations :

**LOCATION 1 : MMTC Limited, No.6, Esplanade, Chennai House,
Chennai – 600 108**

**LOCATION 2 : Flat No.137/2, Hacienda Apartment, No.16,
Karpagam Avenue, Raja Annamalai Puram, Chennai - 28**

For inspection, please contact Shri.D.Santhanam, Chief Manager, MMTC Limited, No.6, Esplanade, 2nd floor, Chennai House, Chennai -108. (Email : dsanthanam@mmtclimited.com, Mobile No.9677233598).

The bidder shall lift the material from the site at his own costs, risks and transportation.

3. Delivery: Ex – Above addresses mentioned at Point 2 :

a) **LOA (Letter of Acceptance)** will be issued by MMTC to the highest successful bidder in each category and the delivery date will be indicated in the letter. Delivery will not be given prior to that date. At the time of taking delivery of items from the above 2 locations, Successful bidder shall arrange for handling, shifting & transportation of the items at their own cost under prior intimation to MMTC.

The successful bidder / bidders to whom the LOA has been issued can take delivery on the date specified in the Letter of Acceptance. The bidder cannot take delivery prior to that date.

b) **Payment Terms : The highest successful bidder in each category has to remit the payment as follows :**

- Seventy Five percent (75%) payment has to be remitted by the successful bidder for the allotted items within 2 working days of receipt of LOA.
- Balance payment shall be made by the bidder 2 days prior to the date of delivery as per LOA. The date on which the bidder is allowed to take delivery will be mentioned in the Letter of Acceptance.

c) **Lifting time -** The allotted items should be strictly lifted on the delivery date indicated in the LOA. In case of any delay in lifting on the delivery date, suitable penalty will be imposed on the successful bidder.

d) **Handling, Loading and Transportation charges** from the above 2 locations shall be borne by the successful bidder.

e) All Items shall be delivered on “As is where is basis and no complaint basis”

f) Delivery Challan shall be issued by MMTC as per the allotment. The items offered for sale are listed in Annexure-I. However, MMTC reserves the right to retain any item from the list if it so desires at the time of delivery. The cost / price remitted by the bidder to that extent will be refunded to him and the bidder cannot make any claim in this matter.

4. Validity: Bids must remain valid for 90 days (Ninety days) from the date of opening of price bid.

5. Mode of Sale/Delivery: –Ex- MMTC Office and other location mentioned at point no.2.

6. EARNEST MONEY DEPOSIT (EMD) (Non-interest bearing):

a) E-Bid shall be accompanied by an EMD of **Rs.30000/-**. **The EMD payment shall be made by the bidders through the payment gateway which is integrated with our e-portal.**

EMD amount has to be received by MMTC latest by 15.00 Hrs IST on 3.2.2023.

- b) EMD of the unsuccessful bidder(s) including those whose bid(s) are not accepted will be returned within 45 working days of closing of the tender.
- c) EMD of the successful bidder will be treated as security deposit and shall be returned only after the successful completion of entire sales contract after deduction of all charges, if any, due from them.
- d) The EMD shall not carry any interest.

7) Submission of E-bids :

The Bids are to be submitted in Electronic form only and the complete set of bid documents along with Annexures A, B & C are to be uploaded in electronic mode. Tender documents & Annexures duly stamped & signed as a token of acceptance of all terms and conditions of the tender is to be uploaded along with required documents.

Procedure/guidelines for E Bidding is given at **Annexure C**.

The E-bid is to be uploaded on electronic mode latest by **15:00 Hrs IST on 3.2.2023**.

The EMD payment shall be made by the bidders through the payment gateway which is integrated with our e-portal on or before tender closing date i.e., **3.2.2023 latest by 15:00 hrs IST** and received by MMTC.

Bidders may log on to: website <https://mmtc.abcprocure.com>

TERMS & CONDITIONS FOR SUBMISSION OF BIDS IN ELECTRONIC MODE, ARE ATTACHED.

PLEASE NOTE THAT BIDS SENT THROUGH LETTER, FAX, E-MAIL OR ANY PHYSICAL FORM WILL NOT BE ACCEPTED.

The bids shall be **opened at 15.30 Hrs. IST on 3.2.2023** at MMTC, Regional office, Chennai.

The following may also be complied with:

- Each page/document must be signed by the bidder.
- Offer(s) incomplete or deficient, received late and/or not accompanied by valid EMD shall not be accepted.
- Highest offer duly filled up for each category of used items listed for sale shall be considered. However, MMTC reserves the right to accept or reject any or all bids wholly or partially or make counter offer for the bid(s) without assigning any reasons thereof.

8. Opening of the Bid

E-Bids will be opened on **3.2.2023 at 3:30 pm**. Bids in respect of bidders who have remitted EMD shall be opened.

9. PRICE: Price to be quoted in Rupees as per Bid Format at **Annexure B**. All taxes and duties are to the account of buyer as applicable. **The Bidder has to quote the individual rates and the total rate as indicated in Annexure B.**

10. Title and Risk – MMTC shall retain title and ownership of the material until issuance of D.O and until receipt of the final amount including interest, if any, from the party.

11. Award of Contract – MMTC shall award the contract to the highest successful bidder (H1) in each category. Letter of Acceptance (LOA) shall be issued to the successful bidder detailing the terms of the tender.

12. DUE DATES:

Last date for submission of Bids : 3.2.2023, 15:00 Hrs (IST)

Opening of Bids: 3.2.2023, 15:30 Hrs(IST)

13. GENERAL CONDITIONS

- Bidders can apply for any category items or all category items, however, all items listed under that “particular” category has to be taken by the bidder and hence bid has to be submitted for all the items in that category **in total**.
- MMTC shall confirm the acceptance of price to the highest bidder (H1) but reserves the right to cancel the bids at any stage. The highest bidder in each category shall initially make Seventy Five percent (75%) payment for the allotted items within 2 working days of receipt of LOA and the balance payment shall be made by the bidder 2 days prior to the date of delivery. The date on which the bidder is allowed to take delivery will be mentioned in the Letter of Acceptance.
- In the event of non execution or non lifting of entire quantity by the successful bidder, MMTC reserves the right to sell the material to H2 bidder and the successful bidder cannot make any claim.
- MMTC reserves the right to modify and amend the terms & conditions and announce the same at any time before the tender concludes. Announcements during the tender by facts including announcement of any additional conditions or correction in the tender including quantity are binding on the bidder. MMTC also reserves the right to extend the tender due date at its discretion.
- MMTC reserves the right to accept or reject any or all bids or to re-tender at MMTC’s sole discretion without assigning any reasons. Incomplete offer, offers received without EMD, offers received after the closing time and date shall not be accepted.
- The successful bidder has to take delivery only on the date specified in the LOA from the 2 locations at his own cost.
- At anytime before issuance of D.O., MMTC has the right to cancel the allotment without assigning any reasons.

14. Cancellation of Contract – If the successful bidder(s) fail to fulfill their contractual obligations for reasons other than Force Majeure, MMTC shall be entitled at its own option to cancel the contract and recover the damages in addition to forfeiture of EMD and payment made. MMTC shall not be liable to any risks and costs, whatsoever, consequent upon such cancellation of the contract.

15. Tax - All applicable Taxes will be levied by MMTC Limited and Payable by the bidder over and above the bid price.

16. FRAUD PREVENTION POLICY:

Commitments of the Bidder(s) / Contractor(s) / Buyer(s) / Vendor(S) :The Bidder(s) / Contractor(s) / Buyer(s) / Vendor(S) shall be bound to take all measures necessary to prevent Fraud and Corruption while dealing with MMTC. They agree and undertake to observe the principles/provisions as laid down in “Fraud Prevention Policy” of MMTC (full text of which is available on MMTC’s website at www.mmtclimited.gov.in during their participation in the tender process, during the execution of contract and in any other transaction with MMTC.

- (a) The Bidder(s)/Contractor(s)/Buyer(s)/Vendor(S) shall not, directly or through any other person or firm, offer, promise or give or otherwise allow any of MMTC’s employees any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

- (b) The Bidder(s)/Contractor(s)/Buyer(s)/Vendor(S) shall not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- (c) The Bidder(s)/Contractor(s)/Buyer(s)/Vendor(S) shall not commit or allow any employees of MMTC to commit any offence under the relevant provisions of IPC/Prevention of Corruption Act; further the Bidder(s)/Contractor(s) Buyer(s)/Vendor(S) will not use improperly or allow any employee(s) of MMTC, for purposes of competition or personal gain, or pass onto others, any information or document provided by MMTC as per of the business relationship, including information contained or transmitted electronically.
- (d) The Bidder(s)/Contractor(s)/Buyer(s)/Vendor(S) shall not instigate third persons to commit offences/activities outlined in Fraud Prevention Policy or be an accessory to such offences.
- (e) The Bidder(s)/Contractor(s)/Buyer(s)/Vendor(S) if in possession of any information regarding fraud/suspected fraud, hereby agree and undertake to inform MMTC of same without any delay.

(2) Disqualification from tender process and exclusion from future contracts: If the Bidder(s)/Contractor(s), before award or during execution has committed a transgression through a violation of this Clause, above or "Fraud Prevention Policy" of MMTC in any other form such as to put their reliability or credibility in question, MMTC other than taking recourse available under law, shall be entitled to disqualify the Bidder(s)/ Contractor(s) Buyer(s)/ Vendor(S) from undertaking any transaction with MMTC and/or declare the bidder(s)/contractor(s) ineligible to be awarded a contract either indefinitely or for a stated period of time.

(3) Damages: If MMTC has disqualified the Bidder(s) from the tender process prior to the award or during execution according to this Clause, MMTC shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to Security Deposit.

17. HOLIDAY-LISTING:

Notwithstanding anything contained in this agreement, MMTC's policy for Holiday-Listing of an Agency mutatis mutandis applies to this agreement and in the event, the agency(s) while discharging its obligations under the Agreement or otherwise, come(s) within the ambit of the said policy, MMTC at its sole discretion reserves the right to suspend/discontinue dealing or take any curative measures with the agency(s) in accordance with the policy in force.

18. FORCE MAJEURE

1. During continuance of the Contract, MMTC shall not be held liable or responsible for any loss, claims or demand of any nature whatsoever, and shall not be deemed in breach of the contract because of any delay or failure in observing or performing any of the conditions or provisions in whole or part thereof, if such delay or failure is caused by or arises out of any circumstances whatsoever beyond Agency's control including (but without limiting the generality of the foregoing) declared or undeclared war, hostility, civil commotion, quarantine, sabotage, blockade, revolution, police action, riots or disorders, embargoes or trade restrictions of any sort, Government or quasi Government action, acts of God, fire, flood, earthquakes, storms, tides or tidal waves, explosion, accident, radiation, strike, lockouts, or other disputes or epidemic.
2. If by reason of any cause beyond the control of Agency there is any curtailment or suspension of services, then MMTC shall be excused from the obligations to that extent and MMTC shall not be bound to arrange delivery/ services by way of hiring or otherwise from other sources.

3. If the operation of such conditions continues to exceed three month, either party shall have the right to refuse further performance of the agreement in which case neither party shall have the right to raise any claims/damages.
4. The party which is unable to fulfill its engagement shall immediately inform the other party of the existence and of the termination of the circumstances preventing the performance of their obligation.

19. All dispute or differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of this contract or the breach thereof shall be settled by amicable settlement between the parties. However, if settlement doesn't work out then the decision of MMTC, RO In charge shall be final.

20. DISCLAIMER :

MMTC may at its absolute discretion, shortlist, accept, disqualify, elect to abandon, reject any part or whole of the process without giving prior notice to the prospective party. MMTC reserves the right to cancel the Tender in totality without assigning any reason at any point of time. All information contained in this tender is issued bonafide.

21. INDEMNITY :

The Bidder shall keep MMTC indemnified at all times against any claims/ liabilities/ proceedings etc., from any third party or otherwise arising out of/ or in connection with this Tender.

22. If in case, the name of MMTC is engraved or marked on any office item, the Bidders should not misuse the name of MMTC in any way for any material benefit.

(ADDITIONAL GENERAL MANAGER)

Place : Chennai

Date : 13 January 2023

Annexure-I – LIST OF USED OFFICE ITEMS

E-Tender No. MMTC/CHN/ADMN/USED ITEMS/22-23/002 dated 13.1.2023

CATEGORY 1 : USED OFFICE FURNITURES & OTHER MISCELLANEOUS ITEMS **(Available in Location 1 & Location 2)**

LOCATION 1 : THE FOLLOWING ITEMS ARE AVAILABLE AT MMTC LIMITED, NO.6, ESPLANADE, CHENNAI HOUSE, CHENNAI -108

| S.No | Particulars | Quantity (nos) |
|-------------|---|---------------------------|
| 1 | ALMIRAH (BIG) | 61 |
| 2 | ALMIRAH (SMALL) | 13 |
| 3 | AMPLIFIER + MIKE | 1 |
| 4 | AWARD DISPLAY TABLE | 1 |
| 5 | 3 SEATER SOFA | 2 |
| 6 | 4 SEATER SOFA | 1 |
| 7 | 3+1+1 SEATER SOFA SET | 3 |
| 8 | 3 SHELF STEEL RACK | 2 |
| 9 | BARCODE SCANNER | 6 |
| 10 | BILLING TABLE | 1 |
| 11 | BRIEFCASE | 1 |
| 12 | CLOCK | 8 |
| 13 | COMPUTER TABLE | 18 |
| 14 | CONFERENCE TABLE (LONG TYPE - TWO HALVES) | 1 |
| 15 | STEEL CUSHION CHAIR | 62 |
| 16 | WOODEN CUSHION CHAIR | 14 |
| 17 | DIGITAL LED BOARD | 1 |
| 18 | DISPLAY SHOWCASE | 8 |
| 19 | DISPLAY TABLE (LONG) | 1 |
| 20 | DOOR FRAME WITH METAL DETECTOR | 1 |
| 21 | EMERGENCY LIGHT | 2 |
| 22 | EXAMINATION TABLE | 1 |
| 23 | EXECUTIVE CHAIR | 8 |
| 24 | EXECUTIVE TABLE | 5 |
| 25 | EXHAUST FAN | 1 |
| 26 | AIR FLOW FAN | 1 |
| 27 | FIRST AID BOX | 1 |
| 28 | Wooden Teepoy (Door Type) | 2 |
| 29 | WOODEN TEEPOY | 16 |
| 30 | GLASS TEEPOY | 2 |
| 31 | GLASS SHOWCASE | 2 |
| 32 | GM TABLE / MAESTRO TABLE | 1 |
| 33 | MULTI-STOREY CUPBOARD / PIGEON HOLE ALMIRAH | 5 |
| 34 | GODREJ DOUBLE DRAWER TABLE | 33 |

| | | |
|----|---|------------|
| 35 | GODREJ SINGLE DRAWER TABLE | 1 |
| 36 | GODREJ FRIDGE + STABILISER | 1 |
| 37 | KEY BOX | 2 |
| 38 | LADDER | 2 |
| 39 | LG MICROWAVE OVEN | 1 |
| 40 | MIRROR | 12 |
| 41 | MIRROR (LONG) | 1 |
| 42 | NOTE COUNTING MACHINE WITH FAKE DETECTOR | 1 |
| 43 | NOTE COUNTING MACHINE | 1 |
| 44 | NOTICE BOARD | 3 |
| 45 | PAPER PUNCHING MACHINE | 1 |
| 46 | PEDESTAL FAN | 11 |
| 47 | PHILIPS TV | 1 |
| 48 | PLASTIC CHAIR | 20 |
| 49 | PLASTIC STOOL | 2 |
| 50 | STOOL | 25 |
| 51 | STEEL STOOL | 3 |
| 52 | PODIUM WITH MIKE | 1 |
| 53 | PUJA KUTHUVILAKU | 1 |
| 54 | WHITE BOARD (SMALL) | 2 |
| 55 | REVOLVING CHAIR (CUSHION TYPE) | 16 |
| 56 | REVOLVING CHAIR (WIRE TYPE) | 12 |
| 57 | SAMSUNG TV | 1 |
| 58 | SPEAKER | 4 |
| 59 | STEEL CHAIR (FOLDING TYPE) | 10 |
| 60 | STEEL WIRE CHAIR | 13 |
| 61 | WALL FAN | 13 |
| 62 | WEIGHING MACHINE | 5 |
| 63 | WOODEN TABLE | 2 |
| 64 | WOODEN STAND (3 STOREY) | 4 |
| 65 | X RAY BOARD | 1 |
| 66 | TELEPHONE INSTRUMENTS | 40 |
| 67 | FAX MACHINE | 3 |
| 68 | BIG WOODEN POOJA STAND | 1 |
| 69 | WOODEN BENCH | 2 |
| 70 | WOODEN DRAWER TYPE STORAGE (SANCHI) | 2 |
| 71 | CASH BOX | 1 |
| 72 | DISPLAY BOX (ACRYLIC TYPE) | 4 |
| 73 | STEEL RACK | 1 |
| 74 | WOODEN TABLE (BIG) - SECURITY GUARD TABLE | 1 |
| 75 | WOODEN TABLE (BIG) - CAR SHED | 2 |
| | TOTAL ITEMS IN CATEGORY 1 & LOCATION 1 | 516 |

LOCATION 2 : THE FOLLOWING ITEMS ARE AVAILABLE AT FLAT NO.137/2, HACIENDA APARTMENTS, NO.16 KARPAGAM AVENUE, RAJA ANNAMALAI PURAM, CHENNAI -28 & BELONG TO CATEGORY 1 ITEMS

| S.No | Particulars | Quantity (in nos) |
|-------------|---|-----------------------------|
| 1 | STEEL TABLE | 1 |
| 2 | WOODEN COT WITH BED | 3 |
| 3 | WOODEN COT | 1 |
| 4 | STEEL COT WITH BED | 3 |
| 5 | STEEL WIRE CHAIR | 1 |
| 6 | WOODEN SHOWCASE | 1 |
| 7 | DRESSING TABLE | 1 |
| 8 | GODREJ DOUBLE DRAWER TABLE | 4 |
| 9 | WOODEN TEEPOY | 1 |
| 10 | STEEL TEEPOY | 1 |
| 11 | STEEL TABLE | 1 |
| 12 | WALL CLOCK | 1 |
| 13 | DINING TABLE BIG | 1 |
| 14 | CUSHION SOFA SET 3 + 1+1 SEATER | 1 |
| 15 | WOODEN SOFA 3 +1 SEATER | 1 |
| 16 | SAMSUNG TV | 2 |
| 17 | PEDESTAL FAN | 1 |
| 18 | FRIDGE(SMALL) | 1 |
| 19 | GAS STOVE | 1 |
| 20 | MIXIE | 1 |
| 21 | DORMITORY UTENSILS | ONE PACK |
| 22 | DINNING CHAIRS | 6 |
| 23 | STEEL CUSHION CHAIR | 4 |
| 24 | PLASTIC CHAIR | 2 |
| 25 | WOODEN TABLE | 1 |
| 26 | OLD GEYSER | 1 |
| 27 | OLD MOTOR | 2 |
| 28 | DRUM | 2 |
| 29 | MANNEQUINS & PACKING MATERIAL | ONE PACK |
| | TOTAL ITEMS IN CATEGORY 1 & LOCATION 2 | 46 + PACK (AS ABOVE) |

CATEGORY 2 : USED AIR CONDITIONERS (Available in Location 1 & Location 2)

| S.No | Particulars (STRICTLY ON AS IS WHERE IS AND NO COMPLAINT BASIS) | TON (STRICTLY ON AS IS WHERE IS AND NO COMPLAINT BASIS) | Quantity (in nos) |
|-------------|--|--|--------------------------|
| 1 | CARRIER SPLIT AC | 2.0 | 7 |
| 2 | LG SPLIT AC | 2.0 | 3 |
| 3 | LG SPLIT AC | 1.5 | 1 |
| 4 | SAMSUNG SPLIT AC | 1.5 | 6 |
| 5 | HITACHI SPILT AC | 1.5 | 3 |
| | | | |

| | | | |
|----------------------------------|------------------|-----|-----------|
| 6 | WINDOW AC | 1 | 1 |
| 7 | KENSTAR SPLIT AC | 1.5 | 2 |
| 8 | WINDOW AC | 1.5 | 7 |
| TOTAL ITEMS IN CATEGORY 2 | | | 30 |

CATEGORY 3 : USED VAULTS (Available in Location 1)

| S.No | Vault Make / Brand | Specifications | Qty (nos) |
|----------------------------------|----------------------|--|-----------|
| 1 | STEELAGE CHUBB VAULT | Approximate Vault Specifications: 23 inch x 31 inch x 22 inch. Internal wall thickness 2 inch. Door thickness 6 inch. (approx.) | 1 |
| 2 | GODREJ VAULT | Approximate Vault Specifications: 26 inch x 20 inch x 20 inch. Internal wall thickness 4 inch. Door thickness 6 inch (approx) | 1 |
| 3 | GODREJ VAULT | Approximate Vault Specifications: 60 inch x 30 inch x 14 inch. Internal wall thickness 3.5 inch. Door thickness 6 inch. (approx) | 1 |
| 4 | STEELAGE CHUBB VAULT | Approximate Vault Specifications: 25 inch x 21 inch x 21 inch. Internal wall thickness 2.5 inch. Door thickness 5.5 inch. (aprx) | 1 |
| TOTAL ITEMS IN CATEGORY 3 | | | 4 |

* Specifications indicated above are approximates only. Buyers are requested to inspect the vaults in person before submitting the bids.

** The above items in all 3 categories are offered on “As is where is and no complaint basis” – Keys for tables, almirahs, pigeon hole lockers etc., will be given wherever available. In the case of Vaults, keys are available for all the 4 vaults and the keys will be handed over to the successful bidder at the time of delivery.

Annexure A:

Details to be furnished by individuals/firms :

| Sl. No. | Details | |
|----------------|---|-----------|
| 1. | Name & Address of the Individual/Firm | |
| 2. | Contact Person | |
| 3. | Telephone / Cell No. | |
| 4. | Fax. No. | |
| 5. | Email ID. | |
| 6. | PAN No.(enclose copy) | |
| 7. | GST No. (in case of firm) - (enclose copy) | |
| 8. | Residential / Identity Proof (enclose copy) | |
| 9. | EARNEST MONEY DEPOSIT | Amount :: |

Name & Signature of the Bidder

(In case of Company - Seal/Rubber Stamp of the Company)

Place :

Date :

Annexure B :**PRICE BID :****Place of delivery / Sale Venue :**

MMTC Ltd, No.6, Esplanade, Chennai House, Chennai – 108 **and** Flat No.137/2, Hacienda Apartment, No.16, Karpagam Avenue, Raja Annamalai Puram, Chennai - 28

| CATEGORY 1 : USED OFFICE FURNITURES & MISCELLANEOUS ITEMS | | | | |
|--|---|------------------|--|---|
| S.No | Particulars | Qty (nos) | Price offered per unit (Excluding GST) - Applicable GST (extra) will be charged on the price offered. (Rs.) | Total Price offered (Excluding GST) - Applicable GST (extra) will be charged on the price offered. (Rs.) |
| | | (A) | (B) | (A x B) [A multiplied by B] |
| 1 | ALMIRAH (BIG) | 61 | | |
| 2 | ALMIRAH (SMALL) | 13 | | |
| 3 | AMPLIFIER + MIKE | 1 | | |
| 4 | AWARD DISPLAY TABLE | 1 | | |
| 5 | 3 SEATER SOFA | 2 | | |
| 6 | 4 SEATER SOFA | 1 | | |
| 7 | 3+1+1 SEATER SOFA SET | 3 | | |
| 8 | 3 SHELF STEEL RACK | 2 | | |
| 9 | BARCODE SCANNER | 6 | | |
| 10 | BILLING TABLE | 1 | | |
| 11 | BRIEFCASE | 1 | | |
| 12 | CLOCK | 8 | | |
| 13 | COMPUTER TABLE | 18 | | |
| 14 | CONFERENCE TABLE (LONG TYPE - TWO HALVES) | 1 | | |
| 15 | STEEL CUSHION CHAIR | 62 | | |
| 16 | WOODEN CUSHION CHAIR | 14 | | |
| 17 | DIGITAL LED BOARD | 1 | | |
| 18 | DISPLAY SHOWCASE | 8 | | |
| 19 | DISPLAY TABLE (LONG) | 1 | | |
| 20 | DOOR FRAME WITH METAL DETECTOR | 1 | | |
| 21 | EMERGENCY LIGHT | 2 | | |
| 22 | EXAMINATION TABLE | 1 | | |
| 23 | EXECUTIVE CHAIR | 8 | | |
| 24 | EXECUTIVE TABLE | 5 | | |
| 25 | EXHAUST FAN | 1 | | |
| 26 | AIR FLOW FAN | 1 | | |
| 27 | FIRST AID BOX | 1 | | |
| 28 | Wooden Teepoy (Door Type) | 2 | | |
| 29 | WOODEN TEEPOY | 16 | | |

| | | | | |
|----|--|----|--|--|
| 30 | GLASS TEEPOY | 2 | | |
| 31 | GLASS SHOWCASE | 2 | | |
| 32 | GM TABLE / MAESTRO TABLE | 1 | | |
| 33 | MULTI-STOREY CUPBOARD / PIGEON HOLE ALMIRAH | 5 | | |
| 34 | GODREJ DOUBLE DRAWER TABLE | 33 | | |
| 35 | GODREJ SINGLE DRAWER TABLE | 1 | | |
| 36 | GODREJ FRIDGE + STABILISER | 1 | | |
| 37 | KEY BOX | 2 | | |
| 38 | LADDER | 2 | | |
| 39 | LG MICROWAVE OVEN | 1 | | |
| 40 | MIRROR | 12 | | |
| 41 | MIRROR (LONG) | 1 | | |
| 42 | NOTE COUNTING MACHINE WITH FAKE DETECTOR | 1 | | |
| 43 | NOTE COUNTING MACHINE | 1 | | |
| 44 | NOTICE BOARD | 3 | | |
| 45 | PAPER PUNCHING MACHINE | 1 | | |
| 46 | PEDESTAL FAN | 11 | | |
| 47 | PHILIPS TV | 1 | | |
| 48 | PLASTIC CHAIR | 20 | | |
| 49 | PLASTIC STOOL | 2 | | |
| 50 | STOOL | 25 | | |
| 51 | STEEL STOOL | 3 | | |
| 52 | PODIUM WITH MIKE | 1 | | |
| 53 | PUJA KUTHUVILAKU | 1 | | |
| 54 | WHITE BOARD (SMALL) | 2 | | |
| 55 | REVOLVING CHAIR (CUSHION TYPE) | 16 | | |
| 56 | REVOLVING CHAIR (WIRE TYPE) | 12 | | |
| 57 | SAMSUNG TV | 1 | | |
| 58 | SPEAKER | 4 | | |
| 59 | STEEL CHAIR (FOLDING TYPE) | 10 | | |
| 60 | STEEL WIRE CHAIR | 13 | | |
| 61 | WALL FAN | 13 | | |
| 62 | WEIGHING MACHINE | 5 | | |
| 63 | WOODEN TABLE | 2 | | |
| 64 | WOODEN STAND (3 STOREY) | 4 | | |
| 65 | X RAY BOARD | 1 | | |
| 66 | TELEPHONE INSTRUMENTS | 40 | | |
| 67 | FAX MACHINE | 3 | | |
| 68 | BIG WOODEN POOJA STAND | 1 | | |
| 69 | WOODEN BENCH | 2 | | |
| 70 | WOODEN DRAWER TYPE STORAGE (SANCHI) | 2 | | |
| 71 | CASH BOX | 1 | | |
| 72 | DISPLAY BOX (ACRYLIC TYPE) | 4 | | |
| 73 | STEEL RACK | 1 | | |

| | | | | |
|-----|---|-----------------------------|--|--|
| 74 | WOODEN TABLE (BIG) - SECURITY GUARD TABLE | 1 | | |
| 75 | WOODEN TABLE (BIG) - CAR SHED | 2 | | |
| 76 | STEEL TABLE | 1 | | |
| 77 | WOODEN COT WITH BED | 3 | | |
| 78 | WOODEN COT | 1 | | |
| 79 | STEEL COT WITH BED | 3 | | |
| 80 | STEEL WIRE CHAIR | 1 | | |
| 81 | WOODEN SHOWCASE | 1 | | |
| 82 | DRESSING TABLE | 1 | | |
| 83 | GODREJ DOUBLE DRAWER TABLE | 4 | | |
| 84 | WOODEN TEEPOY | 1 | | |
| 85 | STEEL TEEPOY | 1 | | |
| 86 | STEEL TABLE | 1 | | |
| 87 | WALL CLOCK | 1 | | |
| 88 | DINING TABLE BIG | 1 | | |
| 89 | CUSHION SOFA SET 3 + 1+1 SEATER | 1 | | |
| 90 | WOODEN SOFA 3 +1 SEATER | 1 | | |
| 91 | SAMSUNG TV | 2 | | |
| 92 | PEDESTAL FAN | 1 | | |
| 93 | FRIDGE(SMALL) | 1 | | |
| 94 | GAS STOVE | 1 | | |
| 95 | MIXIE | 1 | | |
| 96 | DORMITORY UTENSILS | ONE PACK | | |
| 97 | DINNING CHAIRS | 6 | | |
| 98 | STEEL CUSHION CHAIR | 4 | | |
| 99 | PLASTIC CHAIR | 2 | | |
| 100 | WOODEN TABLE | 1 | | |
| 101 | OLD GEYSER | 1 | | |
| 102 | OLD MOTOR | 2 | | |
| 103 | DRUM | 2 | | |
| 104 | MANNEQUINS & PACKING MATERIAL | ONE PACK | | |
| | TOTAL PRICE OFFERED FOR "CATEGORY 1" ITEMS (EXCLUDING GST) | 562 +PACK (AS ABOVE) | | |

TOTAL PRICE OFFERED FOR "CATEGORY 1" ITEMS (EXCLUDING GST) Rs.....

Amount offered (in words) Rupees

.....

CATEGORY 2 : USED AIR CONDITIONERS

| S.No | Particulars (STRICTLY ON AS IS WHERE IS AND NO COMPLAINT BASIS) | TON (STRICTLY ON AS IS WHERE IS AND NO COMPLAINT BASIS) | Quantity (in nos) | Price offered per unit (Excluding GST) - Applicable GST (extra) will be charged on the price offered. (Rs.) | Total Price offered (Excluding GST) - Applicable GST (extra) will be charged on the price offered. (Rs.) |
|------|---|---|----------------------|--|--|
| | | | (A) | (B) | (A x B) [A multiplied by B] |
| 1 | CARRIER SPLIT AC | 2.0 | 7 | | |
| 2 | LG SPLIT AC | 2.0 | 3 | | |
| 3 | LG SPLIT AC | 1.5 | 1 | | |
| 4 | SAMSUNG SPLIT AC | 1.5 | 6 | | |
| 5 | HITACHI SPILT AC | 1.5 | 3 | | |
| 6 | WINDOW AC | 1 | 1 | | |
| 7 | KENSTAR SPLIT AC | 1.5 | 2 | | |
| 8 | WINDOW AC | 1.5 | 7 | | |
| | TOTAL PRICE OFFERED FOR "CATEGORY 2" ITEMS (EXCLUDING GST) | | 30 | | |

TOTAL PRICE OFFERED FOR "CATEGORY 2" ITEMS (EXCLUDING GST) Rs.....

Amount offered (in words) Rupees

.....

CATEGORY 3 : USED VAULTS

| S.No | Vault Make / Brand | Specifications | Qty (nos) | Price offered (Excluding GST) - Applicable GST (extra) will be charged on the price offered. (Rs.) |
|------|---------------------------------|--|--------------|---|
| 1 | STEELAGE CHUBB VAULT | Approximate Vault Specifications: 23 inch x 31 inch x 22 inch. Internal wall thickness 2 inch. Door thickness 6 inch. (approx.) | 1 | |
| 2 | GODREJ VAULT | Approximate Vault Specifications: 26 inch x 20 inch x 20 inch. Internal wall thickness 4 inch. Door thickness 6 inch (approx) | 1 | |
| 3 | GODREJ VAULT | Approximate Vault Specifications: 60 inch x 30 inch x 14 inch. Internal wall thickness 3.5 inch. Door thickness 6 inch. | 1 | |

| | | | | |
|----------|---|---|----------|--|
| | | (approx) | | |
| 4 | STEELAGE CHUBB VAULT | Approximate Vault Specifications: 25 inch x 21 inch x 21 inch. Internal wall thickness 2.5 inch. Door thickness 5.5 inch. (aprx) | 1 | |
| | TOTAL PRICE OFFERED FOR "CATEGORY 3" ITEMS (EXCLUDING GST) | | 4 | |

TOTAL PRICE OFFERED FOR "CATEGORY 3" ITEMS (EXCLUDING GST) Rs.....

Amount offered (in words) Rupees

.....

I have read and understood the terms and conditions given in the Tender and agree to abide by them. In the event of failure to deposit the price after emerging successful bidder within the stipulated period, I understand that the EMD shall be forfeited.

I also declare that the rates quoted by me are exclusive of GST and the **Applicable GST (extra) will be charged on the price offered and is payable by me over and above the price offered.**

I also agree that all applicable taxes will be levied by MMTC Limited and payable by me over and above the bid price.

I agree that the Handling, Loading and Transportation charges are to be borne by me (bidder).

Name & Signature of the Bidder

(In case of Company - Seal/Rubber Stamp of the Company)

Place :

Date :

Annexure-C

SPECIAL TERMS & CONDITIONS FOR BIDS TO BE SUBMITTED IN ELECTRONIC MODE.

1. OFFERS TO BE SUBMITTED ONLINE ON MMTC'S E-PROCUREMENT PORTAL ([HTTPS://MMTC.ABCPROCURE.COM](https://mmtc.abcpocure.com)) AGAINST THE RESPECTIVE TENDER ALONG WITH SCANNED COPY OF DULY SIGNED OFFER.
2. THE BIDDER SHOULD HAVE LEGALLY VALID CLASS III DIGITAL SIGNATURE CERTIFICATE (WITH SIGNING AND ENCRYPTION) FROM THE LICENSED CERTIFYING AUTHORITIES OPERATING UNDER THE ROOT CERTIFYING AUTHORITY OF INDIA (RCAI), CONTROLLER OF CERTIFYING AUTHORITIES (CCA) OF INDIA FOR SUBMISSION OF THEIR BID ON MMTC'S E-PROCUREMENT PORTAL.

MMTC WILL GUIDE IN CASE OF DIFFICULTY IN FINDING SERVICE PROVIDER FOR GETTING DIGITAL SIGNATURE CERTIFICATE, HOWEVER NO CLAIM CAN BE MADE ON THIS ACCOUNT FOR NON SUBMISSION OF BIDS OR DELAY IN SUBMISSION OF BIDS.

3. BIDDERS ARE REQUESTED TO REGISTER ON THE E-PROCUREMENT PORTAL. THE BIDDER SHOULD HAVE A VALID USER ID TO ACCESS E-PROCUREMENT PORTAL OF MMTC.

NOTE: AFTER SUCCESSFUL SUBMISSION OF REGISTRATION DETAILS. PLEASE CONTACT M/S E-PROCUREMENT TECHNOLOGIES LIMITED (EPTL) TO GET YOUR REGISTRATION ACCEPTED/ACTIVATED.

FOR ANY TECHNICAL ISSUES/DIFFICULTIES PERTAINING TO THE E- PROCUREMENT PORTAL BIDDERS ARE ADVISED TO GET IN TOUCH WITH THE SERVICE PROVIDERS HELPDESK:

| Vendor's Queries | Contact Numbers | e-Mail ID |
|---|--|--|
| New Bidder Registration (Portal Registration), Vendor's ID / Profile Activation, Renewal of Vendor's ID | Phone Nos.: +91 - 79 - 350 221 80 / 67 Cell Number: +91 - 63532 17080 , +91- 9099090830 | info@abcpocure.com , dsc@abcpocure.com |
| Call/write to us for E Auction related Queries | Cell Number: 9510813197 / 9879996111 / 9904407997 | support@abcpocure.com |
| Call/write to us for e-Tender Submission | Cell Number: +91 9904406300 / +91 9510812960 / +91 9265562821 / +91 6354919566 | support@abcpocure.com |

4. BIDDERS ARE ADVISED TO PRINT AND SAVE BID SUBMISSION RECEIPT AFTER SUBMISSION OF BIDS.

5. THE INTERNET BROWSER USED SHOULD BE INTERNET EXPLORER VERSION 9.0 (32 BIT BROWSER ONLY) AND ABOVE. THE OPERATING SYSTEM SHOULD BE MICROSOFT WINDOWS VISTA / 7 AND ABOVE.

- Operating System should be Windows Vista / Windows 7 and above.
- System Access with Administrator Rights

- Good Internet Connection.
- Microsoft Internet Explorer 9.0 (32 bit browser only) or above
- Valid Digital Signature Certificate(s) for users.
- Please do below mentioned things to operate this website smoothly in Internet Explorer Browser:
- Please enable ActiveX Controls & Plug-ins. (Tools → Internet Options → Security → Custom Level) -

Mandatory

- Please add <https://mmtc.abcprocure.com> in to Trusted Website. (Tools→Internet Option → Security→ Trusted Sites→Sites→ Add this URL → Close) - **Mandatory**
- Please disable or uninstall Third Party Toolbar / Add-ons from Browser.
- For more details, vendors are requested to download the document of “Minimum System Requirement” from the home page of <https://mmtc.abcprocure.com>