

**BERHAMPUR UNIVERSITY**  
**BHANJA BIHAR: BERHAMPUR – 760007 (Gm.) Odisha**

**Letter No. 6432 Stores/BU/20**

**Date: September 9, 2020**

**AUCTION SALE NOTICE**

Sealed proposals are invited from interested Registered Firms / Scrap Dealers/ partnership firms for sale of the Unserviceable / Obsolete / Broken / Scrap Items viz. Iron, Aluminum, Paper, Wood, Plastic, Laboratory appliances and equipments and Electrical & electronics materials (except those that come under the Annexure-A of Guidelines for Disposal of E-Waste of the Central Pollution Control Board, Govt. of Odisha) on their offset rate and on “**as is where is basis and as is what is basis**”.

Whereas most of the materials are dumped at different locations (Departments/ Units/ Sections) of the University premises, paper materials (valued answer books) are to be collected from the university college centers at Bhanja Nagar College Center (Approx. 5 Ton), Jeypore, V. Deb College Center (Approx. 3 ton) and Nabarangapur College Center (Approx. 8 Ton).

Interested parties may visit the dumping yard / Departments / and college Centers during the period **11/09/20 to 21/09/2020 between 11:30 A.M to 4:30 P.M** in working days with the permission of the Campus Supervisor/ Principals (in case of college Centers).

The offset price of materials are given below:

**OFFSET PRICE OF MATERIALS**

Name of Items	Reserve Price per Kg (in Rs.)
Iron Materials & Iron/Steel (Furniture)	14.00
Wooden (Furniture, etc.)	6.00
Plastic (furniture, etc)	11.00
Aluminum	95.00
Paper items (books, valued answer scripts, journals) etc.	12
Old Fans	Rs. 100/pc

Interested parties are required to offer their rates for different items in the prescribed format. The details of the quotation can be downloaded from the University website: [www.buodisha.edu.in](http://www.buodisha.edu.in) .

The interested Bidders/Parties/Registered Firms are required to submit their quotations along with the copies of GSTN/TIN/PAN etc. by Regd./Speed Post / By hand so as to reach the office of the Registrar, Berhampur University, Bhanja Bihar, Berhampur – 760007, Ganjam with the cover superscribed “**QUOTATION FOR PURCHASE OF OBSOLETE ITEMS**”.

- **Cost of Tender Paper: Free (can be downloaded from the University site [www.buodisha.edu.in](http://www.buodisha.edu.in) .**
- **Last date of Receiving Tender Quotations: 22/09/2020 until 5:00 P.M.**
- **Date of Opening of Quotation: 23/09/2020 at 3:30 P.M.**
- **Award of Tender Order after Deposit of EMD: 24/09/2020**
- **EMD (Refundable): Rs.20,000/- (Twenty Thousand) to be deposited by the successful bidder on the next day of opening tender**
- **Lifting of the scraps: One week from the date of issue of order for lifting**

The University authority reserves the right to accept or reject any or all quotations without assigning any reason thereof.

**Terms and Conditions:**

1. The Sealed Tender paper complete in respect should reach the office of the Registrar by 5:00 p.m. Any tender received either by post or in person after the stipulated time shall not be accepted and summarily rejected.
2. Conditional and Bids without crucial Information and supporting documents will be rejected.
3. All the Bids will be scrutinized by a committee constituted by the University.
4. Upon Scrutiny of offers in all aspects and fulfillment of all documents, the Bid Acceptance letter will be awarded to the Best and Highest quoted responsive Bid.
5. Pick and choose method of collection shall not be allowed. The approved bidder is obliged to lift all scraps including the waste materials / items for which no rate is offered.
6. Bidders are advised to inspect the property under auction sale and satisfy themselves regarding the nature / description/ conditions/ encumbrances/ lien/ charge/ statutory dues etc. over the property before submitting their bids.
7. Statutory dues/ liabilities/ taxes etc. due to the Govt./ Local body shall be borne by the purchaser.
8. Successful bidder shall deposit an EMD of Rs.20,000/- on the next day of opening tender, failing which the next successful bidder shall be considered by the Committee.
9. The EMD of the party is refundable, only after successful completion of the lifting order. In case of abandoning the bid even after awarding the lifting order, the EMD of the party shall not be refunded.
10. All expenses including incidental charges thereto shall be borne by the purchaser.
11. The purchaser is obliged to lift all items for sale engaging own labour/ machine and following all laws under force and without causing any damage to the university property except those scraps being lifted.

12. Acceptance/ Sale Certificate following all statutory requirements will be issued only after the approved party deposits the total amount with the university **on the Spot** after the quantity is weighed/ determined. The entire scraps materials are to be lifted within a period of one week from the date of issue of bid accord letter.
13. Any delay in lifting the materials shall attract a penalty of Rs.500/- per day finally culminating in the forfeiture of the EMD.
14. The rate quoted must be higher than or equal to the Reserve Price / offset Value fixed by this office.
15. A Bidder shall be deemed to have a full knowledge of the site whether he inspects it or not and quantum of materials thereon. No Discount / Reduction or extra charges Payment consequent on any misunderstanding or otherwise shall be allowed.
16. All the disputes and differences arising out of and in any way touching the concerning this Auction Sale (except for which specific provisions has been made herein) shall be referred to the Competent Authority i. e. Registrar , BU or any person appointed by him / her and his/her decision in this regard is full and final and all disputes are subject to the jurisdiction of local authority.
17. All disputes are subject to the jurisdiction of Odisha High Court, Cuttack.

Registrar

Copy to:

1. The Deputy Registrar, , Berhampur University for information with a request to publish the Auction Sale Notice in Odia Daily **The Prameya & The New Indian Express (Odisha Edition)** in one time at I&PR Rate in 8 p.t. on or before dt: 09/09/2020
2. Dr. ~~S.N. Tripathy~~ Dr. Banamali Khuntia (Webmaster, University Website), Department of Computer Science for uploading the Auction Sale notice in the University Website.
3. The Notice Board, Administrative building, Berhampur University for information of all concerned.
4. The Notice Board, P.G. Central Office, Berhampur University for information
5. Principal, KSUB College, Bhanja Nagar/ Principal V.Deb College, Jeypore, /Principal Nabarangapur College, Nabarangpur for information with a request to facilitate visit of the bidders to the stock yard of scrap answer books.
6. The Campus Supervisor, Berhampur University for information. He is required to facilitate the visit of the bidders to different department/centers/units in connection with inspection of scrap materials.

Registrar

## FORMAT OF QUOTATION FOR PURCHASE OF OBSOLETE ITEMS

Name of the Bidder/ Firm (IN CAPS)	
Name of the Proprietor/Director/Partner(s) (IN CAPS)	
PAN Number	
TIN/Registration/GST No.	
Phone/ Cell No.	
Email ID	
Address:	
Date of submission of bid	

### Quoted Rate for item Type

Sl. No.	Name of Items	Quoted Price per Kg/pc (in Rs.)
1.	Iron Materials & Iron/Steel (Furniture)	
2.	Wooden (Furniture, etc.)	
3.	Plastic (furniture, etc)	
4.	Aluminum	
5.	Paper items (books, valued answer scripts, journals) etc.	
6.	Old Fans	
7.	Other Items	

*Note: All Electrical/Electronics and Computer Peripherals Lab. Equipments (Microscope, Binoculars, PH Meter, Epidiascope, Audio oscillator, etc) to be treated as per their material value (plastic/ iron/glass etc).*

#### Declaration:

I ..... proprietor/partner/director of M/s ..... hereby declare that the information given in this form is true and correct to the best of my knowledge and belief.

Further I declare to abide by the terms & conditions and obligations of the Auction Sale.

Date:

Place:

Signature

Name/ Designation:

For Office Use:

Remarks:

**BERHAMPUR UNIVERSITY**  
**BHANJA BIHAR: BERHAMPUR – 760007 (Gm.) Odisha**

Memo. No. \_\_\_\_\_

Date: \_\_\_\_\_

From

The Deputy Registrar  
Berhampur University

To

- 1) The Advertisement Manager  
The Prameya (Odia daily)  
Gajapati Nagar, Lane-1, Berhampur
- 2) The Advertisement Manager  
The New Indian Express  
Mayuri Tower, Berhampur, Ganjam

Sub: Publication of Auction Sale Notice No.

Date

Sir,

Please find enclosed herewith an Advertisement of Berhampur University in regard to Auction Sale of Scraps to be published in your esteemed daily.

You are requested to publish this Notice immediately by 09/09/2020 as one time local edition publication at I & PR rate in 8 pt font in the shortest space possible.

Please submit the bills in Triplicate with a Certificate on the Body of the Bill that the amount has been claimed basing upon the rate fixed by I & PR Department for necessary payment.

Yours faithfully,

Deputy Registrar

Memo. No. \_\_\_\_\_

Date: \_\_\_\_\_

1. Copy to the CoF, BU for information and necessary action.
2. Copy to the OIC , Stores for information
3. Copy to the Registrar, Berhampur University

Deputy Registrar

## MATTER FOR ADVERTISEMENT

BERHAMPUR UNIVERSITY: BHANJABIHAR

**AUCTION SALE NOTICE /No.6432(09) Dtd. 08/09/2020**

Sealed Tenders are invited from intending purchasers /registered firms/ contractors/ agencies/ bidders in prescribed format for auction sale of unserviceable /condemned iron/ wooden/ aluminum/ plastic/ papers (valued answer scripts) materials of Berhampur University on "as is where is basis and as is what is basis". The parties may visit the dump yard inside the Administrative Building and other locations of the university during all working hours with permission of the Campus Supervisor. The details of the tender and Tender paper can be downloaded from the University website: [www.buodisha.edu.in](http://www.buodisha.edu.in)

Last Date of receiving tender paper: 22/09/2020 ; Award of Tender Order after EMD: 24/09/2020

The University authority reserves the right to accept or reject any or all quotations without assigning any reason thereof.

Sd/-Registrar

### OFFSET PRICE OF MATERIALS

Name of Items	Reserve Price per Kg (in Rs.)
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Old Fans	Rs. 100/pc

## Tendering, Evaluation and Acceptance Checklist

To complete this checklist, progressively tick the boxes in the 'Provided' column corresponding to the activities completed. On completion, sign the authorisation box and forward a copy to the approving authority.

### Tendering, Evaluation and Acceptance Checklist

**Provided**

<b>Pre-Tender</b>	
<b>Procurement Method Selected</b>	<input type="checkbox"/>
<b>Approved Tender Process</b>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Selective Tendering</li> <li>• Public Tender</li> <li>• Tender by Invitation</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>Tender Documents Completed and Checked</b>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Working Drawings</li> <li>• Specification</li> <li>• Tender Forms</li> <li>• Bill of Quantities</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>Approved Cost Plan D</b>	<input type="checkbox"/>
<b>SPAppointed &amp; KSC weightings determined</b>	<input type="checkbox"/>
<b>Contract and Standard inclusions have been provided:</b>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Special Conditions</li> <li>• Insurance notices to builders</li> <li>• Alternatives have been selected</li> <li>• Annexure has been completed satisfactorily</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>Contract documents are 'fit for purpose' including consultant sign off that they are checked as being:</b>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Compliant with statutory requirements including:             <ul style="list-style-type: none"> <li>• Building certification</li> <li>• Relevant planning approvals</li> </ul> </li> <li>• Complete, comprehensive, co-ordinated</li> <li>• Within approved Cost Plan 'D' Budget</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>Contract provisions for site specific concerns</b>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Safety</li> <li>• Security</li> <li>• OH&amp;S</li> <li>• DH standard docs</li> <li>• Sub-Contract processes etc</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>



<b><i>Advertising</i></b>	
<b>For a 2-stage tender process</b>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Short-listing approved by the Department</li> <li>• Financial Viability Checks undertaken</li> </ul>	<input type="checkbox"/>
<b>Approved Contract (if other than AS 2124 – 1992)</b>	<input type="checkbox"/>
<b>Annexure Part A inclusions</b>	<input type="checkbox"/>
<b>Special Conditions of Contract (Annexure Part B)</b>	<input type="checkbox"/>
<b>Insurances Requirements Confirmed</b>	<input type="checkbox"/>
<b>Building Certification</b>	<input type="checkbox"/>
<b><i>Tendering</i></b>	
<b>Issue of Documents to Tenderers</b> Tender Forms	<input type="checkbox"/>
<b>Addenda Issued</b>	<input type="checkbox"/>
<b><i>Post Tender</i></b>	
<b>Clarification with tenderers</b>	<input type="checkbox"/>
<b>Reference Checks</b>	<input type="checkbox"/>
<b>Negotiations completed</b>	<input type="checkbox"/>
<b>Tender Evaluation &amp; Recommendation Report</b>	<input type="checkbox"/>
Tender Process Tender Panel Addenda included in Tender Provisional Sums included Estimate/Tender/Trade Breakdown Comparison Conforming Tender Alternative Tender Submission Program Provided Tender Proforma Completed Evaluation Table Recommendations Referee Checks	
<b>Financial checks and if required a detailed assessment by qualified group for projects exceeding \$5M</b>	<input type="checkbox"/>
Note: This is to be funded from the project and is to be assessed during the tender / selection process	
<b>Clarifications / Negotiations with Lowest Tenderer including confirmation of addenda etc</b>	<input type="checkbox"/>
<b>Tender selection report</b> together with accompanying material required for execution of the contract including endorsement of the Steering Committee, PCG or appropriately constituted group	<input type="checkbox"/>
<b>PCG Endorsement</b>	<input type="checkbox"/>
<b>DH (CPSP) Approval</b>	<input type="checkbox"/>
<b>Notify Tenderers of Outcome</b>	<input type="checkbox"/>



## **Tendering, Evaluation and Acceptance Checklist Endorsement**

Certified by	
Principal Consultant	Date

Endorsed by	
Consultant Project Manager	Date

Checked by	
Departmental Project Manager	Date

Final Endorsement By	
PCG	Date