



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY KALYANI

(Autonomous institution under MOE, Govt. of India & Department of
Information Technology & Electronics, Govt. of West Bengal)

Campus:
WEBEL IT Park, Block B, P.O. Kalyani, Dist. Nadia-741235, West Bengal

(Tender No. IIITK/Tender/22-23/25)
Dated: 01-09-2022

Last date of submission: 09-09-2022

For Sale of IIIT Kalyani's OLD 50 KVA Silent Diesel Generator

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INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, KALYANI
INVITES TENDERS

For Sale of IIT Kalyani's OLD 50 KVA Silent Diesel Generator powered by LEYLAND make engine model AL4CTIDG2 through Technical & price Bid

Last date for submission of Tenders: 3:00PM (IST) on 09.09.2022.

Opening of

Technical bid: 3:30 PM (IST) on 09.09.2022.

Price bid: 4:30 PM (IST) on 09.09.2022.

Technical Bid & Price bid to be submitted to

Deputy Registrar

Indian Institute of Information Technology, Kalyani

Webel IT Park, Kalyani

Nadia, 741235 West Bengal.

before 15:00 Hrs on 09.09.2022

NOTICE INVITING TENDER

IIIT Kalyani invites sealed tenders from interested parties, individuals having valid PAN Card and GST registration*, for disposal through sale of one old 50 KVA Silent Diesel Generator powered by LEYLAND make engine model AL4CTIDG2 and associated items on "As is where is" basis available at IIIT Kalyani, details of tender are as under:

1. Name of Work :	Disposal through sale of one 50 KVA Silent Diesel Generator powered by LEYLAND make engine model AL4CTIDG2 and associated items on "As is where is" basis available at IIIT Kalyani (See notes, terms and conditions NIT for more details).
2. Time allowed for completion :	15 days from acceptance of tender.
3. Earnest Money Deposit:	Rs. 20,000.00(Rupees Twenty Thousand Only) in the form of Demand Draft or Banker's Cheque in favour of IIIT Kalyani, Nadia 741235.
4. Value of the generator as evaluated by the valuer :	Rs. 4,36,460/- (Rupees Four Lac Thirty - Six Thousand Four Hundred Sixty Only) The generator was purchased for Rs. 6,25,000/- in the year 2015 , the current value of the generator is calculated @ 5% discount per year.
5. Availability of tender documents :	Tender documents to be downloaded from the Institute website from 01.09.2022 to 15:00 Hrs on 09.09.2022
6. Address at which the tenders are to be submitted :	Signed and sealed copy of technical bid, Application form, EMD, copy of PAN card, GST* registration should be submitted in a sealed envelope at office of Deputy Registrar Indian Institute of Information Technology, Kalyani Webel IT Park, Kalyani Nadia, 741235 West Bengal. before 15:00 Hrs on 09.09.2022.
7. Opening of Technical bid opening Price Bid opening	15:30 Hrs on 09.09.2022. 16:30 Hrs on 09.09.2022.
8. Place Opening Tenders :	Deputy Registrar Indian Institute of Information Technology, Kalyani Webel IT Park, Kalyani Nadia, 741235 West Bengal.
9. Last Date for inspection of material	Within working hours of IIIT Kalyani up to 09.09.2022. The property can be inspected on working days with prior appointments only.
10. Validity of offer:	30 days after the date of opening of price bid of tender.

*applicable only to GST Registered companies/firms or individuals

In case the date of opening of tender is declared as a holiday, the tenders will be submitted and opened on the next working day at the same time. IIIT Kalyani has the right to reject any/all tender without assigning any reasons.

Deputy Registrar

Signature and seal of the bidder



NOTES, TERMS AND CONDITIONS

1. 50 KVA set: In good, ready to be put to use working condition, of Silent Diesel Generator powered by LEYLAND make engine model AL4CTIDG2, available for inspection at IIIT Kalyani, WEBEL IT Park, Kalyani 741235 Nadia West Bengal was purchased as new in 2015.
2. The tender will have to be submitted in two bid system. Technical bid should contain the Earnest Money Deposit (EMD) in proper form, tender documents, application form and signed copy of PAN Card and GST*. Sealed envelope superscribing "Tender for Sale of one 50 KVA old D.G. Set available at IIIT Kalyani – Technical Bid" and containing the following; Price bid is to be submitted through a separate cover.
3. Within seven days of placement of orders, the successful bidder will have to Security Deposit (SD) 25% of the accepted tender sale price failing which the order is likely to be cancelled. Also, within 15 days the bidder will have to deposit the remaining 75% and take away the DG set out of IIIT Kalyani premises within 25 days of order. If there is default in this payment, Institute reserves the right to forfeit the 25% Security Deposited (SD) and the EMD as well as to cancel order. However, EMD shall be returned after successful execution of works.
4. **Order will be placed on the bidder who has bid H-1 for the generator in question. It is however mandatory for each bidder to quote for the generators.**
5. The party/individual on whom sales order is placed will have to pay GST*, TCS additionally to quoted rate along with the final payment. All payments will have to be made in the form of Demand Draft/Bankers' Cheque favoring IIIT Kalyani, Kalyani
6. Buyer shall have to make their own arrangement for handling, lifting and transporting the material being sold outside IIIT Kalyani premises. Any damage to existing structure, property of the institute in taking out of the material shall have to be made good by the buyer at their cost. Intending bidders are strongly advised to inspect site and material before tendering.
7. Safety of man and material during execution of the disposal work shall be entirely the responsibility of the buyer who will have to adhere to all relevant safety norms.
8. EMD of unsuccessful bidders will be returned. No interest shall be payable on such EMD.
9. The EMD shall be forfeited if the tenderer unilaterally withdraws, amend, impair or derogate from his offer in any respect within the period of validity of his offer;
10. Institute reserves full right to accept or reject any /all bids. H-1 rate can be rejected for being low.
11. The seller reserves the right to accept/reject and cancel any bid, amend the quantity under any lot or withdraw any lot at any stage before or after acceptance of bid/issue of acceptance letter/sale order/delivery order/deposit of the full sale value by the bidder, without assigning any reason thereof and the value of such material, if paid for, shall be refundable. The seller shall not be responsible for damage/loss to bidders on account of such withdrawal at any stage from the sale.
12. Any statutory variations in the rate of taxes/duties are to be borne by the purchaser. GST* indicated in the Tender advertisement are only indicative and the actual GST* rates as applicable on the date shall be payable by the successful bidders directly to the seller at the time of taking delivery of materials. In order to avoid the imposition of penalty, the amount deposited by the successful bidder towards taxes and duties will be immediately deposited with the concerned tax authorities without waiting for the actual delivery.

Place:

Date:

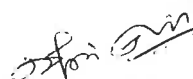
Signature and Seal of contractor

Signature and seal of the bidder

2. GENERAL INSTRUCTIONS :

- i) Please read these instructions carefully before filling up the application form.
- ii) Conditional bids are liable to be rejected. Please note the applications received will be duly evaluated on the basis of eligibility conditions & details/ supporting documents furnished by the applicants. It is the sole responsibility of the applicants to submit the desired documents. Applications without supporting documents/ incomplete applications are liable to be summarily rejected without further correspondence. Application found with false and/ or incomplete information at any stage is liable for rejection.
- iii) If the space in proforma is insufficient for furnishing full details, such information may be supplemented on separate sheet stating therein the part of proforma and page number.
- iv) This document is neither an agreement nor an offer, but only an invitation for offer by IIIT kalyani. This bid document does not claim to contain all the information, which each Bidder may require. Each Bidder should, at his own costs without any right to claim reimbursement, conduct his own investigations, analysis and should check the accuracy, reliability and completeness of the information in this document and wherever felt necessary obtain independent advice. IIIT Kalyani makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this document. The information contained in this document is selective and is subject to update, expansion, revision and amendment. IIIT Kalyani does not undertake to provide any Bidder with access to any additional information or to update the information in this document or to correct any inaccuracies if any therein, which may become apparent. IIIT Kalyani reserves the right of discretion to change, modify, add to or alter any or all of the provisions of this document and/or the bidding process, and to reject any or all the applications without assigning any reasons whatsoever.
- v) Any information contained in this document will be superseded by amendment/ corrigendum in this regard (if any) which will be published only in the Institute's website <https://www.iiitkalyani.ac.in>
- vi) All the bidders are advised to see amendments to the bid document (if any) and need to download and submit the same with the bid. In case the bidder does not submit the amended Addenda/ Corrigenda/ Extension of Dates/ Clarifications/ Responses to bidders' queries etc., it will be presumed that the bidder has seen the amendments/ Addenda/ Corrigenda/ Extension of Dates/ Clarifications/ Responses to bidders' queries etc. and bid would be evaluated accordingly. The decision of the IIIT Kalyani in this regard will be final.
- vii) Some of the Information provided in this document may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. Further, IIIT kalyani does not accept liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this document.
- viii) While this document has been prepared in good faith, neither IIIT Kalyani nor its employees, officers, directors make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness or reliability of information, and shall incur no liability, under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this document, even if any loss or damage is caused by any act or omission on the part of IIIT Kalyani or its employees, whether negligent or otherwise. This document has not been filed, registered or approved by any regulatory or judicial authority. Recipients of this document, resident in jurisdictions outside India as well as those residents in India should inform themselves of and observe any applicable legal requirements and IIIT Kalyani and its representatives will not be responsible for compliance with the same. IIIT Kalyani will not entertain any claim for expenses in relation or pertaining to the preparation and submission of Bids and as such no financial obligation / liability would accrue to the IIIT Kalyani on such eventualities.
- ix) The tender for the sale of the 50 KVA DG set contain two parts, viz., Technical bid and Price bid.

Technical Bid:- Technical bid forms can be downloaded from Institute's website <https://www.iiitkalyani.ac.in>
Technical bid should be submitted in a sealed envelope super scribing "Tender for Sale of one 50 KVA old



D.G. Set available at IIT Kalyani– Technical Bid” and containing the following as under:

- i) All pages of Technical bid document signed and scan as a token of acceptance of terms and conditions of bid document.
- ii) DD towards EMD amounting to Rs. 20,000.00 (Rupees Twenty Thousand only).
- iii) A scanned copy of the PAN duly signed by the individual.
- iv) A signed and scanned copy of GST* registration.
- v) Filled, and signed Application form.
- vi) In case of other entities, viz., Companies/LLPs/Partnership firms/statutory corporation, copy of certificate of Incorporation/partnership deed may also be provided.
- vii) Applications not accompanied with EMD will be summarily rejected.
- viii) If a holiday is declared on the dates mentioned above, the bids shall be received / opened on the next working day at the same time specified above and at the same venue unless communicated otherwise.
- ix) All pages of the bid document to be signed by the bidder

Price Bid:- Price bidding will be submitted in a separate cover.

For any clarifications regarding details of the property, submission of Technical bid, price bid may contact
Deputy Registrar
Indian Institute of Information Technology, Kalyani
Webel IT Park, Kalyani
Nadia, 741235 West Bengal.



Deputy Registrar

3. ELIGIBILITY CONDITIONS

The bidder should: -

- I) Be any person, sole proprietorship firm, registered trust, partnership firm, registered co – operative society, State Government, Central Government, Public Sector Undertakings, Public Financial Institutions, Non-Banking Financial Companies, Public Sector Banks, Private Sector Banks, Public Companies, Private Companies, Statutory Corporation formed and registered under any Statute/enactment/legislation/ partnership firm registered in India and not be a consortium of bidders.
- II) Not be represented through any broker or agent.
- III) Be legally competent to enter into contract as per prevailing laws.
- IV) Submit the requisite EMD, KYC Documents along with its supporting online.

The price bid will be considered only for the bidders who are satisfying the eligibility conditions.

5. Inspection

The bidders will be allowed to inspect the property and verify other related documents on stipulated date or dates in the presence of officials of IIIT kalyani to enable them to do their due diligence and familiarize themselves with other details of the property. The Bidder shall thoroughly satisfy themselves of the nature, conditions and extent of the Property and its physical condition, title to the Property etc. IIIT kalyani gives no guarantee or warranty as to the physical condition, nature and suitability of the Property for any specific purpose or use. It should be clearly understood that no claim/ complaint about the title/physical condition/nature / lie and suitability of the property for any use will be entertained by IIIT kalyani.

IIIT kalyani will not pay the Bidder any expenses, which may have been incurred for inspection of the Property or for preparation of the Bids for submission, etc.

6. Earnest Money Deposit:

Bidder should deposit Earnest Money Deposit (EMD) amounting to Rs. 20,000.00 by means of a bank draft / Pay order issued by Scheduled Bank in favour of "IIIT Kalyani, Kalyani" payable at Kalyani valid atleast for 3 Months. EMD shall be submitted along with the bid documents & KYC Documents on or before the scheduled date and time specified for receipt of tender. EMD shall be forfeited, without prejudice to the rights of the IIIT Kalyani to claim such further damages in this regard without further reference to the Bidder in case of following:-

- a) If any bidder, whose offer / bid is accepted, defaults in making the balance payment in terms of the conditions of sale including failure to complete other sale formalities within the stipulated time frame.
OR
- b) If the bidder withdraws his Bid during the Bid Validity Period. **OR**
- c) If the Bidder makes any statement or encloses any document(s) which turns out to be false, incorrect and/or misleading or conceals or suppress any information, at any time prior to or after declaring the Successful Bidder.

Handwritten signature and initials

If, however, the sale is completed within the specified time limit, the EMD shall be returned to the successful bidder. In case of unsuccessful bidders, earnest money would be returned within 30 days of the opening of the price bid. No interest will be paid on the EMD.

7. PAYMENT SCHEDULE:

7.1 Payment Schedule will be as follows:-

- (i) EMD: Rs 20,000.00 (in the form of bank draft / Bankers cheque issued by Scheduled Bank in favour of "IIIT Kalyani, Kalyani" payable at Kalyani and to be submitted along with Technical bid)
- (ii) 25% of approved bid value: within 7 days from the date of acceptance of price bid value by IIIT Kalyani
- (iii) Remaining 75% of bid value (including EMD): within 15 days from the date of acceptance of price bid value by IIIT Kalyani.

All the payments may be made in favour of IIIT Kalyani in the form of DD favouring "IIIT Kalyani, Kalyani" payable at Kalyani. The EMD received from the successful Bidder shall be returned after the final amount payable by such Bidder towards the DG set. All the Payments have to be made strictly as per above schedule.

7.1 DEFAULT IN PAYMENT OF SALE VALUE: In case of the successful bidder could not deposit the balance 75% of the sales price, within the stipulated period given to him/her, then on their request, the extension of time may be given at the sole discretion of the IIIT Kalyani and the IIIT Kalyani will charge interest @ IIIT Kalyani Prime Lending rate (PLR) on the balance amount. Maximum extension for depositing the balance 75% amount will, however, be limited to only one month. If the bidder fails to deposit the balance amount with specified interest within such extended period of one month, then in such an event, the contract shall be automatically terminated and the EMD/security deposit/payment made by the bidder lying in any form with IIIT Kalyani shall automatically stand forfeited, without prejudice to the right of IIIT Kalyani to dispose of the property and the IIIT Kalyani may proceed to cancel the transaction.

7.2 Intimation of acceptance would be conveyed to the purchaser by e-mail and or by Registered Post/ Speed Post at the notified address. Upon receipt of the same the purchaser is required to make payment as per the above schedule.

8. Procedures for selecting successful bidder

The Technical bid submitted by the bidders will be evaluated by a committee and bidders fulfilling the eligibility criteria are required to participate in **the price bid**. IIIT Kalyani reserves the right to reject any or all application(s) without assigning any reason thereof and their decision will be final and binding on the bidders.

All shortlisted eligible bidders are required to keep their offer valid for acceptance by IIIT Kalyani for a period of 30 days from the date of price bid opening date. If any bidder withdraws their offer within the above period of 30 days, EMD/SD paid by them shall be forfeited. IIIT Kalyani reserve their rights to reject a Bid valid for a period shorter than the Bid Validity Period (30 days) as non-responsive, without any correspondence. Any decision taken by IIIT Kalyani in this regard shall be final, conclusive and binding on the Bidders and shall not be questioned / challenged by the Bidders. In exceptional circumstances, IIIT Kalyani may solicit the Bidder's consent to an extension of the Bid Validity Period. The request and the response thereto, shall be made in writing. Extension of Bid Validity Period by the Bidder should be unconditional and irrevocable.

The eligible bidder who quotes the highest price in the price bid will be selected as the successful bidder, subject to the terms and conditions and acceptance of IIIT Kalyani/ Committee. In the event two or more Bids are received as the highest bid amount for the property (with the same amount), the concerned bidders would be invited for inter-se bidding and the bidder who offers the highest bid post inter-se bidding would be declared as the Successful Bidder.

The acceptance of Highest (H-1) bid received in the price bid will be subject to approval by the IIIT Kalyani and it will not be binding on the Bank to sell the Property to the H-1 bidder. The right of acceptance/rejection/negotiation of the H-1 bid lies entirely with the Bank. After approval of H- 1 bid by the

Competent Authority, suitable communication will be made by the IIIT Kalyani in the form of Bid Acceptance Letter to the successful bidder.

9. Sale Procedure:

- 9.1 Bidders can only opt to bid for the property in full. Sale of any property in part will not be made.
- 9.2 Sale will be conducted on the basis of the highest bid price provided that such tendered rate / amount quoted by the bidder are found reasonable and acceptable by the IIIT Kalyani.
- 9.3 Sale will be confirmed in the name of the Successful bidder only. No nominee(s) of the bidder shall be entertained.
- 9.4 It shall be the responsibility of the Successful Bidder to get the Property registered, if required any, in its name in records of the concerned authorities. Obtaining NOC from CPCB/SPCB, shall be the responsibility of the Successful Bidder after the dispatch from IIIT Kalyani's premises. The amount of consideration required to be paid for obtaining the NOC from the CPCB/SPCB shall be borne by the Successful Bidder.**
- 9.5 All rates, taxes, charges, fees, assessment and other levies, cost of registration, stamp duty, etc. of whatsoever nature shall be paid by the successful bidder to the concerned authority/ body.
- 9.6 The land will be sold on "As is where is and whatever there is basis" only.
- 9.7 **Successful bidders Inability to conclude the Transaction:** In the event successful bidder is an individual person and is unable to complete the sale of the said property as per the terms of the price bid, for any such reason as the death of the person, it shall be the responsibility of his/her legal heir/ assignees (successor) to adhere to the terms of e-forward auction and complete the sale process in accordance to the price bid terms. In case the successor of the successful bidder decides to pullout of the transaction, for whatever reason, the EMD and all other further payments made by the bidder (if any) will be forfeited.

Handwritten signature

9.8 **FORCE MAJURE:** IIIT Kalyani shall not be liable for any failure or delay in performance due to any cause beyond their control, including fire, floods, strikes, go-slow, lockout, closure, dispute with staff, dislocation of normal working conditions, war, riots, epidemics, political upheavals, government actions, civil commotion, breakdown of machinery, shortage of labour, or any other cause or conditions beyond the control of aforesaid causes or not and the existence of such cause or consequence may operate at the sole discretion of IIIT Kalyani to extend the time of performance on the part of IIIT Kalyani by such period as may be necessary to enable IIIT Kalyani to effect performance after the cause of delays will have ceased to exist. The provisions aforesaid shall not be limited or abrogated by any other terms of the contract whether printed or written

9.9 After the full payment of sales consideration by the successful buyer, all the approvals consents, licences, permissions required for effectively transferring the property to the buyer shall be responsibility of the buyer only, provided however, IIIT Kalyani shall be responsible to provide all the relevant internal approvals/permissions/ consents on which IIIT Kalyani has control and necessary authority to successful bidder. IIIT Kalyani shall provide all assistance in executing such documents so required by the buyer for transfer of the property in his favour under terms and conditions of price bid.

10. COMPLIANCE WITH STATUTORY REGULATIONS

10.1 Purchaser shall comply with all statutory provisions, rules and regulations, bye-laws etc in all respects, including payment of all fees, taxes in accordance with the provisions of:

Any central or State enactment, ordinance or other statute, or any regulation or bye – law of any local or other duly constituted authority. The rules and regulations of all Public bodies and Companies whose property or rights are affected or may be affected in any way.

11. RIGHT TO REJECT OFFERS

IIIT Kalyani reserves the right to accept or reject any or all applications/bids without assigning any reason.

12. HANDING OVER OF POSSESSION OF PROPERTY

The Bank would hand over possession of the subject property to the successful bidder after receipt of full consideration amount & completion of registration formalities.

13. PROVISION FOR SETTLEMENT OF DISPUTES

In case of any dispute arising in the transaction, such disputes or difference shall be referred to IIIT Kalyani, Kalyani. IIIT Kalyani or its authorized representative is empowered to adjudicate and decide all such disputes. The decision of the IIIT Kalyani decision shall be final, conclusive and binding on all parties.

14. **NON DISCLOSURE CLAUSE:** The bidder will maintain the confidentiality of price bid documents and all other information related to the bidding process and shall not use them for any purpose other than evaluation of the property for perspective of the bidding process. Bidders shall also refrain from reproducing/ forwarding or dissemination of any document or information on bidding process to any other person except its legal and financial advisors.

15. ARBITRATION: In the event of any dispute arising between the parties hereto under this Agreement, both parties agree that such disputes/ differences shall be referred to the decision of a sole arbitrator, appointed by the Bank for adjudication who will not be employee of IIIT Kalyani. The sole arbitrator will follow the procedure as specified in the Arbitration and conciliation Act, 1996 and the decision of the said arbitrator shall be final and binding, subject to the jurisdiction of City Civil Courts Kalyani for filing of any petition from such arbitration proceeding including petition under Section-34 of Arbitration and Conciliation Act for setting aside of the award. The venue of arbitration shall be Kalyani, the language English and the costs expenses of such arbitration shall be borne equally by the parties hereto.

16. MISREPRESENTATION/ FRAUD / BREACH OF TERMS AND CONDITIONS

If it is discovered that the bidder/ purchaser has indulged in any of the following such as

- (a) Suppressed material facts,
- (b) Made false statements/ misrepresentation,
- (c) Indulged in fraud/ breach of conditions etc, then such bidder would be disqualified and completed transaction, if any, is also liable to be cancelled. In such an event, the bidder/ purchaser will not be entitled to any compensation or refund of any earnest money or any other amount paid.

17. ACCEPTANCE OF THE OFFER

- a) Only the eligible bidders complying stipulated criteria/documents shall be allowed to participate in the price bid
- b) The decision of the IIIT Kalyani in this matter shall be final.
- c) The IIIT Kalyani reserves the right to reject any bid, including that from the highest bidder without adducing any reason for rejection of the bid.
- d) After approval of the acceptance of bid by the IIIT Kalyani, the bidder shall be informed of the same in writing, asking the successful bidder to deposit the required amount.
- e) IIIT Kalyani would return the EMD received from the unsuccessful bidders within 30 days of the date of price bid. **No interest is payable on EMD so deposited with the Tender documents.**

18. AMENDMENT OF BID DOCUMENTS

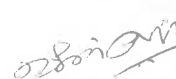
IIIT Kalyani has the right to modify the bid document, if found necessary. Such modifications would be advised to all the bidders by e-mail address given in the application or by posting the same in institute website <https://www.iiitkalyani.ac.in> and the same shall be binding on all parties.

19. PRICE BID

Price bid will be submitted in a separate cover.

20. NOTE

- a. Canvassing in any form would be a disqualification
- b. Any conditional offer is not acceptable to IIIT Kalyani and is liable to be rejected.
- c. Any offer must be made by filling in the specified bid forms which must be completed in all respects and all the documents required must be enclosed. Incomplete offers are liable to be rejected.
- d. Intending bidders are advised to go through the terms and conditions carefully and satisfy themselves about the extent of land, title of the property and any other documents related to the property before submitting their bids.
- e. The Bid shall be typed or written in indelible ink and the Bidder shall put his signature on each page. All the alterations, omissions, additions, or any other amendments made to the Bid shall be initialed by the person(s) signing the Bid.
- f. Bids shall be signed by a person or persons so authorized by the Bidder. In case of a legal entity, the Bid shall be signed by the person so authorized by the legal entity with its seal duly affixed. In the event any of the instructions mentioned herein have not been adhered to, the Bid is liable to be rejected without referring for any clarifications/ justification.



DETAILS OF THE APPLICANT (S)

S No	Description	
1	Name of the Individual/ Firm/ Company/ HUF	
2	Country of Incorporation** / Nationality (as applicable)	
3	Address (In full) with Pin Code	
4	Telephone No. including Mobile No.	
5	Whether the applicant has a valid Digital Certificate/ Signature	Yes/ No
6	Year of Establishment of the company/ firm** (Date of birth for individuals)	
7	Constitution of the Firm/ Company** (Enclose proof)	
8	Name of Proprietor/ Partners/ Associates/ Directors**	
9	Details of Authorised Signatory of the Bidder (a) Name (b) Designation (as applicable) (c) Address (d) Mobile/Telephone No. (e) E-mail Address	
10	Details of PAN (enclose a copy)	
11	Banker's Name with address	
12	Details of GST** (enclose a copy)	

****Not applicable for individuals**

The conditions stipulated by IIIT Kalyani in its notice in institute's website <https://www.iiitkalyani.ac.in> " for sale of 50 KVA DG set on "as is where is and whatever there is basis", are fully acceptable to me/ us. A copy of the Institute's website advertisement and each page of the Technical Bid duly signed by me/us, as a token of acceptance of the conditions laid down thereon is enclosed.

Name:
Place:

Signature (with seal, if any)

Letter of Bid and Intent
[On Letter head of the Bidder including full postal address, telephone No., Fax
No. and E-mail ID) (as applicable)]

Date:

To


Deputy Registrar
Indian Institute of Information Technology, Kalyani
Webel IT Park, Kalyani
Nadia, 741235 West Bengal.
before 15:00 Hrs on 09.09.2022.

Sub: Tender for Sale of Institute's old 50 KVA DG set kept at IIIT Kalyani, Kalyani on "as is where is and whatever there is basis",

Sir,

1. I/ We refer to your advertisement inviting bids for sale of IIIT Kalyan is owned 50 KVA DG set located at IIIT Kalyani, Kalyani.
2. I/ We have read and understood the contents of bid document and the advertisement and wish to participate in the above sale process and for this purpose:
 - i) I/We propose to submit my / our bid [for and on behalf of (Insert Company Name here)].
 - ii) I/we confirm that we satisfy the eligibility conditions set out in the relevant sections of the bid document as well as all such other relevant laws and regulations as applicable to us.
 - iii) The Bid documents as per the formats, indicated hereinafter duly signed by us, which satisfy the eligibility criteria, are enclosed.
 - iv) The Technical Bid comprises the following:
 - a) Duly signed Bid Document (by an authorized representative of the Bidder);
 - b) DD No. _____ dt. _____ towards earnest money deposit
 - c) Duly stamped and executed Power of Attorney;
 - d) Copy of PAN Card
 - e) Copy of GST* registration
3. I/We further undertake to provide additional information, if any, sought by IIIT Kalyani. IIIT, Kalyani and its authorized representatives may contact the following person for any further information:-
Name of the Person: Address:
Mobile/Phone No.:
E-mail:
4. I/We agree that the IIIT Kalyani is authorized to conduct any inquiries / investigations to verify the statement, documents and information submitted in connection with the Bid.
5. This bid is made with full understanding that:
 - (a) IIIT Kalyani reserves the right to reject or accept any Bid, modify / cancel the bidding process, and / or reject all or any of the Bids.
 - (b) IIIT Kalyani shall not be liable for any of the above actions and shall be under no obligation to inform the Bidder of the same.
6. I/We, declare that the statements made, and the information provided in the duly completed Bid forms enclosed are complete, true and correct in every aspect. I/We understand that, in case any of statement made/

Signature and seal of the bidder



information given by me/us turned out to be false or incorrect, our bid is liable to be summarily rejected without any further correspondence in this regard.

7. I/We have read and understood the terms and conditions of the bid document and I/We/ am/are willing to abide by them unconditionally.

Name _____

For and on behalf of (Name of the bidder)

Enclosures:-

- a) Duly signed Bid Document (by an authorized representative of the Bidder);
- b) DD No. _____ dt. _____ towards earnest money deposit
- c) Duly stamped and executed Power of Attorney;
- d) Copy of PAN Card
- e) Copy of GST* registration

Signature (with seal, if any)

Name:

Place: