



**ALL INDIA INSTITUTE OF AYURVEDA (AIIA)**  
(An Autonomous Organization under the Ministry of AYUSH, Govt. of India)  
Village - Dhargal, Taluka -Pernem, North Goa, Goa-403513 (India)

Website: [www.aiia.goa.in](http://www.aiia.goa.in)

Email: [central-store@aiia.gov.in](mailto:central-store@aiia.gov.in)

Phone Number 011-2695041 Ext. 2206/1301

File No:- K-50/18/2024-AIIAGoa

Date:- 21/01/2025

All India Institute of Ayurveda (AIIA) is an apex Institute in field of Ayurveda and providing tertiary care services to the patients through Ayurvedic and Integrated medicine treatment. AIIA Delhi has it's a Satellite Institute also which located at Village Dhargal, Taluka-Pernem, North Goa, Goa-403513.

Director, All India Institute of Ayurveda is inviting proposal under single bid system from the scrap dealers /kabaris/ individuals for auction of scrap (which includes iron waste, metal waste, plastic containers, polythene bags/sheets, thermocol, cartoon boxes and oil etc.) at All India Institute of Ayurveda, Goa.

**TENDER SCHEDULE/ BID-DATA SHEET:**

Date of Issue/Publishing	:-	21/01/2025 at 1800hr
Last Date for seeking Clarification/queries		23/01/2025 at 1500hr
Start date and time of submission of Bid	:-	21/01/2025 at 1800hr
Last Date and Time for submission of Bids	:-	14/02/2025 at 15:00hr
Date and Time of Opening Bids	:-	14/02/2025 at 15:30hr
Bid Validity	:-	120 days from the date of opening of bid
Tender Fee		NIL
EMD		NIL

The prescribed quotation form can be downloaded from the [www.eprocure.gov.in/epublish/app](http://www.eprocure.gov.in/epublish/app) and from the website of All India Institute of Ayurveda [www.aiia.gov.in](http://www.aiia.gov.in) under Tenders tab.

(Dr Shivakumar Harti)  
Additional Professor  
(Store I/C)

*Shiv*

Annexure-1

Description of Items: -

Si. No.	Item Name	Tentative Qnty	Remarks
01	Cartoon boxes	500 Kg	
02	Wood	200 kg	
03	Thermocol	200 kg	
04	Metal	200 kg	
05	Oil	350 litres	
06	Loos paper/notebook etc	Not available	

**INSTRUCTION TO BIDDERS AND TERMS & CONDITIONS: -**

1. The items will be disposed 'as is where is' condition.
2. The bidders may goods during the any working day between 1500Hrs-1700 Hrs. .
3. The bidders have the option to either quote for one or both Institutes. However, the rate must be filled separately for both the Institutes. Rate quoted for Delhi will not be applicable for the Goa and vice versa.
4. Bidders shall have to quote for all the items which are to be disposed for the location Delhi or Goa. Offer submitted for selective items will be considered non-responsive and will be evaluated.
5. The Bidders are required to quote their rates on per unit basis in the given format.
6. The weighing of the scrap shall be carried out on the weighing machine of AIIA only.
7. The Bids can be dropped in the tender box available at Central Store, Goa All India Institute of Ayurveda within the prescribed schedule.
8. The bidders shall have to ensure the timely submission of tender document into the tender box. The AIIA will not be responsible for any postal delay etc. The bids received after due date and time will not be accepted.
9. **The rate quoted by the bidders shall remain valid for a period of 1 year from the date of acceptance of the letter of award issued to the bidder.**
10. In general frequency of the pick-up of the scrap goods will be quarterly. However, if required, the selected bidder shall have to picked up the goods as and when required. The contract may be extended further for a period of 1 year on existing rate, terms and conditions, on mutual consent basis.
11. The bidder shall have to deposit security money amounting Rs twenty-five thousand in form of DD/Cheque/Cash Deposit . These instruments should be in name of 'Director, All India Institute of Ayurveda, payable at Delhi. Validity for such security deposit will be for a period of 14 months. If contract is extended, the security deposit will be extended for a period of extension.
12. The bidders shall have to deposit the security money within a period of seven days from the receipt of letter of award.
13. In case, Vendor fails to execute the contract or backout from the contract, the security deposit will be forfeited and action for blacklisting will be initiated against the vendor.
14. If the official records/Student note books/Exam copies etc are being disposed off the bidder shall have to arrange the shredding of such items in the premises of AIIA and will be allowed to carry such items after shredding only.
15. The bidder shall pick-up to goods from the AIIA premises on its own expenses.

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16. The highest bid once accepted is non-transferable to anyone. In case the bidder is a company the person appearing for the company should have the authorization letter issued from a competent authority of the company.
17. The All India Institute of Ayurveda, reserves the right to accept or reject any or all the bids so received without assigning any reason.
18. The transportation and manpower for the loading of the scrap carton boxes has to be arranged by the vendor only and the expenses for the same has to be borne by the vendor only. It is also to be ensured that the collection and loading shall be carried out in the presence of AIIA staff and vendor also.
19. The rate quoted in the price bid is final and bidder cannot ask for reduction of rate during of rate during the tenure of the contract.
20. The bidder shall obtain delivery challan from the Estate Officer concerned for sale/Disposal of empty carton boxes, plastic, Iron steel etc. under scrap.
21. Each bidder shall submit only one bid.
22. No subcontracting of work is permitted.
23. Erasing/overwriting in the bid shall not be considered.

**Eligibility Conditions:-**

1. The bidder should be an legal entity whether proprietorship, partnership or company.
2. The bidder/partners/Company Directors must be citizen of India only.
3. The bidder must have to PAN Card
4. The Bidder must have GSTN

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**Evaluation Method**

1. The bids which meeting the eligibility conditions will only be evaluated.
2. Evaluation will on the basis of total price basis in which price quoted for each item will be added and the bidder who stand Highest one (H1) will be considered for selection.
3. The selected bidder will be notified through email shall have to deposit 25% of the total price within two days. In case, of non-acceptance of the offer or non-submission of minimum amount within given time, H2 bidder asked to meet the prices of H1 and bid will be awarded to them and so on until the acceptance of the offer.
4. The selected bidder shall have to deposit the entire amount before pickup of the scrap from the premises of the AIIA.

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**Financial Bid**

SI No.	Items	Unit of measurement	Quoted Rate/Unit
01	Cartoon boxes	Kilogram	
02	Wood	Kilogram	
03	Thermocol	Kilogram	
04	Metal	Kilogram	
05	Oil	Litre	
06	Loose paper, Note books etc	Kilogram	

1. Bidder must quote for all the items. Quots without rate for any item will be directly rejected.
2. The rate must be inclusive of all charges/Expenditure. No reduction will be allowed on any ground or reason, during the contract period.
3. In at any point of time value of the scrap crosses the minimum thresh hold value of the scrap, the GST shall also have to be paid by the vendors at prescribed rate which will be levied on the quoted rates.

Signature of the vendor

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Address:.....

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Contact No.....

Stamp, if any.....

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