

F. No. D-27011/1/2024-GA
GOVERNMENT OF INDIA
MINISTRY OF HEAVY INDUSTRIES
RAFI MARG, UDYOG BHAWAN,
NEW DELHI-110011
Telephone No.: 011-23061727

Tender Notice for disposal of obsolete/unserviceable office equipment and furniture items.

Sealed bids are invited from eligible bidders for disposal/auction of obsolete/Unserviceable office equipment and furniture, etc. in the Ministry of Heavy Industries (list of items enclosed).

2. The above items are available in the two stores of Ministry of Heavy Industries located at Udyog Bhawan, New Delhi-110011. Details for inspection, contact person, tender acceptance are as under:-

Date & Time for inspection of items	From 17.02.2026 to 18.02.2026 up to 5:30 PM
Contact Person	Shri Inder Jeet Singh, Under Secretary (GA), Udyog Bhawan, New Delhi-110011 Tel. No. 011-23061727
Date & Time and place for acceptance of tender	Room No. 15, Udyog Bhawan, New Delhi during office hours from 17.02.2026 to 19.02.2026 (up to 2:00 PM).
Date & Time for opening of tender	19.02.2026 at 02:30 PM

General Terms & Conditions:

- i. Bidders may inspect the terms on the stipulated date & time.
- ii. The items shall be sold to the highest bidder. The bids are invited for the lot (i.e. all the items in the list of old condemned, obsolete office equipment and furniture items as a whole and no bid would be accepted for any part of the same.
- iii. The handling/disposal of IT related equipment shall be done as per the latest guidelines/instructions of Ministry of Environment & Forests and its related agencies and compliance thereof shall be the sole responsibility of the bidder(s). The bidder(s) participation in auction of E-waste materials shall be registered with the Govt. Agency as per the E-waste management & handling Rules, 2011 published by the Ministry of Environment & Forests, Government of India vide their notification dated 12.05.2011. In this regard, the certificate issued by the Govt. agency towards the registration of firm for e-waste disposal shall be provided by the bidder while participating into the bid.



- iv. The bidders are required to submit Bidder bid Security declaration form along with the bid document mentioning the following clause with acceptance;
 - a. “that if they withdraw or modify them during period of validity etc., they will be suspended for a period of one year”
- v. No items once disposed of to the successful bidder shall be taken back by this office on any condition whatsoever.
- vi. The successful bidder will be required to lift all the items from the disposal site within two days after the payment of the complete bid amount. Payment is to be made in form of Demand Draft (DD) within two working days. On failure to do so this Ministry shall have the right to dispose of the items to alternate bidder.
- vii. The successful bidder of their own cost will also be required to make their own arrangement of transport, labor etc. for lifting the disposed items.
- viii. Bid in sealed envelope marked “Tender for disposal of obsolete /Unserviceable office equipment and furniture items “should be addressed to Shri Inder Jeet Singh, Under Secretary (GA), Udyog Bhawan, New Delhi-110011.
- ix. The sealed bid must be provided in General Administration Section, Room No. 15 Udyog Bhawan, New Delhi-110011, during office hours upto 02:00 PM on or before 19.02.2026. Bids received after the due date and time due to any reason whatsoever shall not be considered and would be rejected straightway without assigning any reasons thereof.
- x. The amount in the bid submitted should be given in both figures and words. Any overwriting or mismatch in the amount in words and figures shall not be considered for acceptance of the rates offered by the bidder.
- xi. This Ministry reserves the right to accept or reject any/all bids without assigning any reasons whatsoever.
- xii. Each page of bid document should be signed by the bidder(s).
- xiii. Incomplete and unsigned bids are liable to be rejected. Bidder must enclose copy of I.D./Address proof (Aadhar Card/Driving Licence, pan Card) along with his/her bid.

Encl:

1. List of obsolete items
2. BID form

(Inder Jeet Singh)
Under Secretary to the Govt. of India

BID FORM

(To be submitted in a sealed envelope)

Tender Notice for disposal of obsolete/Unserviceable office equipment and Furniture items

To

The Under Secretary (GA),
Ministry of Heavy Industries,
Udyog Bhawan, New Delhi-110011.

Sub: - Bid for disposal of obsolete/unserviceable office equipment and furniture items reg.

1. Bidder Details

- a) Name of Person/Firm/Company: -
- b) Registered Address: -
- c) PAN Number (Self attested Copy): -
- d) Aadhar Card (Self Attested Copy): -
- e) Mobile Number: -
- f) E-mail Address (if any):-

2. Amount Quoted: In figure

:In words

Declaration: - I hereby declare/accept that if I withdraw or modify the bids during period of validity etc., I will be suspended for a period of one year”

Signature & Stamp of the bidder

S.No.	Name of Items	Total Quantity
1	Photocopier Machine	6
2	Air Conditioner (Split) In Door	3
3	Air Conditioner (Split) Outdoor	3
4	Air Conditioner (Window)	2
5	Water Dispenser	7
6	Hot Case/OTG/Microwave	8
7	Sofa Set (Single Seater)	4
8	Sofa Set (Two Seater)	3
9	Sofa Set (Three Seater)	2
10	Visitor Chair	15
11	Revolving Chair	25
12	Center Table	4
13	Heater	2
14	Electric Kettle	5
15	UPS	25
16	Keyboard	35
17	Stool/Corner Table	2
18	Telephone Instrument	35
19	Wall Clock	6
20	Paper Shredder	4
21	Geyser	1
22	NEC Amplifier	1
23	APC Server	2
24	Fan (Wall/Pedestal)	4
25	Coat Stand	1
26	Mouse	35
27	Light (LED/Tubelight)	75
28	LED/TV	2
29	Executive Table	5
30	Computer Table	9
31	Binding Machine	1
32	Side Rack/Storage	3
33	Photocopier Machine Trolley	2
34	AIO PC	9
35	Monitor (PC)	38
36	CPU	38
37	Printer	19
38	Scanner	4
39	Online UPS	4
40	Online UPS Battery	46
41	Laptop Table	1
42	Airpurifier	10
43	Standee	20
44	Toners (Miscellaneous)	600