

Notice Inviting Quotation

17/07/2025

M/s _____

Subject: - Qutation for sale of NewsPaper "Raddi" on "as is where is basis"

Sir,

Sealed quotations are invited from firms on behalf of the Director General IIPA for the sale of NewsPaper "Raddi" on per Kg. rates (inclusive of GST) and on "as is where is basis" in IIPA. The quotations should be dropped in the tender box kept in the room of the Executive Engineer, IIPA on or before 31 July, 2025 up to 11.00 AM and shall be opened at 11.30 AM on the same day. The sale shall be governed by the terms and conditions as given below:-

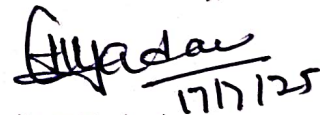
Terms and Conditions:-

1. The Institute has right to reject any or all the quotations without assigning reasons.
2. The offer should be accompanied by crossed Demand Draft for Rs. 1000/- (Rupees One thousand only) towards earnest money deposit in the shape of Account Payee Demand draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any Commercial Banks in fovour of INDIAN INSTITUTE OF PUBLIC ADMINISTRATION, payable at New or through on line mode in Bank Account No.18200100002699, IFSC Code-UCBA0001820, UCO Bank, IIPA Branch, NewDelhi-110002. The EMD of unsuccessful bidders will be refunded within 45 days of award of work.
3. Sealed envelope along with the earnest money deposit should be submitted upto 11.00 A.M. on 31/07/2025. The envelope should be addressed to The Director General, Indian Institute of Public Administration, I.P. Estate, New Delhi-110002. The sealed quotations will be opened at 11.30 A.M. on the same day by the committee constituted for the purpose. Only the bidders or their authorized representative with authorization letter will be allowed in the opening of bids. The sealed quotations are to be dropped in the tender box kept in the office of the Executive Engineer. The envelope shall bear the title of the assignment i.e. "Quotation for sale of Newspaper "Raddi"".
4. The sealed quotations without EMD will be summarily rejected. Similarly, quotations received after 11.00 A.M on 31/07/2025 are liable for rejection.
5. The interested parties may inspect the Newspaper "Raddi" lying in the Library of IIPA on 25/07/2025 to 30/07/2025 between 9.00 am to 3.30 pm.
6. The successful bidder will have to deposit entire amount for auction of Newspaper "Raddi" as per quoted price within two days in the form of Account Payee Demand draft, Fixed Deposit

Receipt, Banker's Cheque or Bank Guarantee from any Commercial Banks in favor of INDIAN INSTITUTE OF PUBLIC ADMINISTRATION, payable at New or through on line mode in Bank Account No.18200100002699, IFSC Code- UCBA0001820, UCO Bank, IIPA Branch, NewDelhi-110002, as per the instructions of the authorized committee of the Institute. The total amount of bid should be deposited by the purchaser within two days after adjusting the EMD of Rs.1000/-. In case, the bidder fails to make this payment, the earnest money deposit shall be forfeited and the bidder shall be debarred from participating in future auctions

7. The purchaser (highest bidder) should lift the materials / items WITHIN TWO DAYS failing which storage charges/ground rent shall be levied as decided by the competent authority.
8. All weighments, accounting and loading of material will be done by the purchasers at their own cost/arrangement.
9. The charges for the weighments will be borne by the purchaser.
10. The sales of Newspaper "Raddi" is "as is where is basis". Packing, loading, forwarding/transportation charges and Labour charges shall have to be borne by the purchaser at his own cost and risk.
11. In case of any dispute arising, the decision of the authorized committee of the Institute shall be final and binding on both the parties.

Yours sincerely,


17/7/25

(H.C.Yadav)

H.C. Yadav
Librarian

Indian Institute of Public Administration
New Delhi-110002

(17/7/2025)

Having examined the News Paper "Raddi" lying in the Library of IIPA as indicated below. I/We the undersigned, submit the offer as quoted below:

Description of the materials..

Sr.No.	Name of the Item	Qty.	Quoted price (in Rs.)/Per Kg inclusive of GST	
			In figure	In words
A	NewsPaper "Raddi"	1Lot (to be auctioned on weight per Kg basis)		

Further, we accept all the terms and conditions of the documents in bid form and this acceptance shall prevail over any other conditions, if any given in our bid.

We undertake to lift the NewsPaper "Raddi" after payment of the total amount.

Further we undertake to lift the items within stipulated time prescribed by IIPA.

SIGNATURE OF THE
BIDDER & SEAL

Date: