

**ODISHA TRIBAL EMPOWERMENT AND LIVELIHOODS  
EMPOWERMENT PROGRAMME PLUS  
(OTELP PLUS)  
(ST&SC DEVELOPMENT DEPARTMENT, GOVERNMENT OF ODISHA)**

**AUCTION SALE NOTICE**

Sealed tenders/bids from intending purchasers are invited in prescribed format by 24.01.2018 up to 4:00 pm for auction sale of unserviceable/damaged assets of the office “AS IS WHERE IS BASIS AND AS IS WHAT IS BASIS”.

The tender/ bid application along with terms & conditions and detailed list of the unserviceable/damaged assets put under auction sale with reserve/upset price may be downloaded from the website ([www.otelp.org](http://www.otelp.org)).

**LAST DATE FOR SUBMISSION OF EMD AND APPLICATION- 24.01.2018 UP TO 4:00 PM.**

**Programme Director**

**ODISHA TRIBAL EMPOWERMENT AND  
LIVELIHOODS EMPOWERMENT  
PROGRAMME PLUS  
(OTELP PLUS)  
(ST&SC DEVELOPMENT DEPARTMENT)  
GOVERNMENT OF ODISHA**

Programme Support Unit, TDCCOL Building, 2<sup>nd</sup> Floor, Bhoi Nagar, Bhubaneswar  
Tel. No. 0674-2542709, 2547535, E-mail: support@otelp.org

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**Tender Document for Auction Sale  
(Bid Application Form with Terms and Conditions)**

**Odisha Tribal empowerment & Livelihoods Programme Plus AUCTION SALE NOTICE**

**Programme Support Unit, TDCCOL Building,**

**2<sup>nd</sup> Floor, Bhoi Nagar, Bhubaneswar**

**Tel. No. 0674-2542709, 2547535, E-mail: [support@otelp.org](mailto:support@otelp.org)**

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**LAST DATE OF SUBMISSION OF EMD AND APPLICATION 24.01.2018 UPTO 4:00 PM**

Sealed Tenders/Bids from intending purchasers are invited in prescribed format by 24.01.2018 for auction sale of items relating to damage office assets on “AS IS WHERE IS BASIS & AS IS WHAT IS BASIS”.

The Tender/Bid Application along with terms and conditions and detail list of items put under action sale with upset price may be downloaded from the website [www.otelp.org](http://www.otelp.org).

**Programme Director**

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Tel. No. 0674-2542709, 2547535, E-mail: support@otelp.org

**TENDER DOCUMENT FOR AUCTION SALE**

Bidders are requested to go through the Auction Sale Notice published in “The Samaj” on 23.12.2017 by Programme Director, OTELP Plus along with the “General Terms and Conditions of Auction Sale” and “Item Description for Auction Sale”.

<b>Auctioneer Name</b>	Programme Director, OTELP Plus TDCCOL Building, 2 <sup>nd</sup> Floor, Bhoi Nagar, Bhubaneswar Tel. No-. 0674-2542709, 2547535, E-mail- support@otelp.org
<b>Auction Schedule</b>	Last date and Time for filing Bid – 24.01.2018 at 4PM Date and Time of Public Opening of Bid: 24.01.2018 at 5PM Place- TDCCOL Building, 2 <sup>nd</sup> Floor, Bhoi Nagar, Bhuubaneswar-751022
<b>Annexures</b>	1. General Terms and Conditions of Auction Sale 2. Item Description for Auction Sale (Annexure-I) 3. Bid/Auction/Tender Form(Annexure-II) 4. Declaration ( Annexure-III)
<b>Special Instruction</b>	Bidders are required to bid only one price for all items of damaged office assets put to auction as in - Annexure-I. Bid for a part/portion of items put to auction shall be rejected summarily.

Signature of the Bidder

## General Terms and Conditions of Auction Sale

### 1. Nature and Object of Auction Sale:

The auction sale is with the avowed object of free and fair sale, transparency and for achieving best-possible recovery of public money. The sale is governed by the following specific terms and conditions.

### 2. Caution/Advise to bidders:

- (a) Property is sold on “as is and where is” /“as is what is”/ “no complaint” basis. Pick and Choose method of collection shall not be allowed.
- (b) Bidders are advised to inspect the property under Auction Sale (Annexure-I) and satisfy themselves regarding the nature, description, condition, encumbrance, lien, charge, statutory dues, etc over the property before submitting their bids.
- (c) Bidders are advised to go through all the terms and conditions of sale given in the tender document and also in the corresponding public sale notice in the dailies before submitting the bid and participating in the auction.
- (d) Statutory dues/liabilities/Taxes etc., due to the Government/Local Body, shall be borne by the purchaser(s).
- (e) Acceptance or rejection shall be finally decided by Programme Director, OTELP Plus without assigning any reason.

### 3. Inspection of Property:

- (a) **Property can be inspected on any date (except public holidays) between 26.12.2017 to 22.01.2018** with prior intimation to the office of the Programme Director, OTELP Plus.
- (b) The Bidders shall inspect the property and satisfy themselves regarding the physical nature, condition, extent, etc of the property.
- (c) Bidders are bound by the principle of caveat emptor (Buyer Beware).
- (d) Complaints, if any, in the matter of inspection shall immediately be brought to the notice of the Programme Director, PSU- OTELP Plus, Bhubaneswar.

### 4. Inspection of Title Deeds:

- (a). Bidders may inspect and verify the title deeds and other documents relating to the property available with Programme Director, PSU- OTELP Plus, Bhubaneswar with prior intimation.

### 5. Submission of Bid Forms:

- (a) Bids in the prescribed format(Annexure-II) given in the tender document along with Item Description for Auction in Annexure-I and Declaration in Annexure-III shall be submitted through speed post/courier service addressed to the Programme Director, PSU- OTELP Plus, TDCCOL Building, 2<sup>nd</sup> Floor, Bhoi Nagar, Bhubaneswar-751022 . Bids submitted otherwise shall not be eligible for consideration and shall be rejected.
- (b) Bids shall be submitted before the last date and time given in the sale notice/tender document.

Signature of the Bidder

- (c.) Bids form shall be duly filled in with all the relevant details and signed at each page by the bidder.
- (d) Incomplete/unsigned bids without EMD will be summarily rejected.
- (e) Only copy of PAN Card/ Passport/ Voter's ID/ Valid Driving License or Photo Identity Card issued by Govt. and PSU will be accepted as the identity document and should be submitted along with the bid form.
- (f) Original Identity Document copy of which is submitted along with the bid form must be produced on demand.

**6. Reserve Price/Upset Price & Earnest Money Deposit (EMD):**

- (a) The Reserve Price (upset price) of the items under auction has been fixed at **Rs.12, 395.00**.
- (b) The bid shall be accompanied by the EMD amount of **Rs.1240.00**.
- (c) EMD in shape Draft/Demand Draft shall be made in favour of the Programme Director PSU-OTELP Plus, Bhubaneswar, payable at Bhubaneswar.
- (d) Bid form without EMD and below the reserve price / upset price shall be summarily rejected.
- (e) EMD, either in part or in full, is liable for forfeiture in case of default.

**7. Date and Time of Opening of Auction Bid:**

- (a) Auction Bid document shall be opened on 24.01.2018 at 5 PM. The Bidders or their Authorized representatives are requested to be present at the time of opening of Auction Bid Document, if they want to do so.
- (b) No complaint on time-factor or paucity of time for bidding will be entertained.

**8. Declaration of Successful Bidder:**

- a. The successful bidder will be intimated the letter of award in his favour by registered / speed post/ e-mail.
- b. If no intimation reaches, bidders are expected to take efforts to find out status from the office of the Programme Director, PSU- OTELP Plus, Bhubaneswar . Non-receipt of intimation should not be an excuse for default/non-payment.

**9. Deposit of Sale Value:**

- (a) The bidder declared successful, shall deposit 25% of bidding amount within three days of issue of Letter of Award.
- (b) The balance 75 % of bid amount shall be paid on or before the 10<sup>th</sup> day from the date of issue of Letter of Award or within such period as may be extended, for the reason to be recorded, by the Programme Director, OTELP Plus.
- (c) All deposits will be made in shape of Bank draft/Demand Draft in favour of the Programme Director, PSU- OTELP Plus, Bhubaneswar payable at Bhubaneswar on any Nationalized Bank.

**10. Default of Payment:**

- (a) Default of payment of 25% of bid amount as stated in para 10(a) above and 75% of balance bid amount within the stipulated time as in para 10(b) and bid not accompanied with EMD as per para 6(d)(e) shall render automatic cancellation of sale without any notice. In such default the EMD and any other

Signature of the Bidder

Payment by the successful bidder shall be forfeited by the Programme Director, PSU- OTELP Plus, Bhubaneswar.

**11. Sale Certificate :**

- (a) On payment of the entire purchase price / bid amount, Sale Certificate will be issued by the Programme Director, PSU- OTELP Plus, Bhubaneswar only in the name/names of the successful bidders whose name/names are mentioned in the bid form.
- (b) No request for inclusion/substitution of names, other than those mentioned in the bid, in the sale certificate will be entertained.
- (c) Sale Certificate shall be collected in person or through an authorized person.
- (d) Any statutory due to the Government as per relevant laws for the sale certificate shall be borne by the successful bidder.
- (e) No request for return of deposit either in part or full/cancellation of sale will be entertained.

**12. Return of EMD:**

- (a) EMD of unsuccessful bidders will be returned to the bidder by registered post.
- (b) The EMD of successful bidder shall be returned within 7 days from the date of lifting of the auctioned items by depositing full cost.

**13. Stay/Cancellation of Sale:**

- (a) In case of stay of further proceedings by any Court of Law, the auction may either be deferred or cancelled and persons participating in the sale shall have no right to claim damages, compensation or cost for such postponement or cancellation.

**14. Delivery of Title Deeds:**

- (a) On execution of the Sale Certificate, the title deeds and other documents related to the property be delivered to the Successful bidder/Auction Purchaser.

**15. Delivery of possession and Lifting Period:**

- (a) All expenses and incidental charges thereto shall be borne by the auction purchaser. The purchaser is obliged to lift all items for sale engaging own labour and machine and following all laws under force.
- (b) Entire quantity has to be lifted within a period of 15 days from the date of issue of Letter of Acceptance or Sale Certificate following all statutory requirements by the purchaser. Any delay in lifting material shall attract a penalty of Rs.100/- for each day of delay.

**16. Other Conditions:**

- (a) Odisha Tribal Empowerment & Livelihoods Programme Plus (OTELP Plus) will be at liberty to amend/ modify/ delete any of the conditions as may be deemed necessary in the light of facts and circumstances.
- (b) Odisha Tribal Empowerment & Livelihoods Programme Plus (OTELP Plus) reserves the right to accept or reject all or any bid or bids without assigning any reason and to postpone or cancel the sale without assigning any reason.

Signature of the Bidder

- (c) Bidders shall be deemed to have read and understood all the conditions of sale and are bound by the same.
- (d) No counter-offer/conditional offer/conditions by the bidder and/or successful-bidder will be entertained.
- (e) Conditional offer(s) in the tender shall be liable for rejection.
- (f) Odisha Tribal Empowerment & Livelihoods Programme Plus (OTELP Plus) reserves the right to withdraw from sale the materials offered for sale in full or in part thereof without assigning any reason whatsoever and also retains the option to cancel a deal even after issue of Letter of Award.
- (g) In case the Bidders are found lower than the upset price / reserve price, Odisha Tribal Empowerment & Livelihoods Programme Plus (OTELP Plus) reserves the right to cancel the auction process or to accept the bids, without assigning any reason.

#### **17. Technical Terms and Conditions of Auction Sale**

- a) Bids: Once the bid is placed, the bidder cannot reduce or withdraw the bid for whatever reason. If done so, the EMD amount shall be forfeited.
- b) The highest bid on the auction shall supersede all other bids provided all terms and conditions are satisfied by the highest bidder.
- c) The bidder shall be solely responsible for all consequences arising out of the bid submitted by him (including any wrongful bidding) and no complaint/ representation will be entertained in this regard by the Odisha Tribal Empowerment & Livelihoods Programme Plus (OTELP Plus). Hence bidders are cautioned to be careful to check the bid amount before submission of bid document.
- d) The intimation to the bidder/ bidders concerned of having declared successful in the auction sale will primarily be sent to them by registered post/speed post /email.
- e) If no intimation reaches for reasons beyond the control of the Odisha Tribal Empowerment & Livelihoods Programme Plus (OTELP Plus), the bidders are required to take efforts to ascertain the status. Non receipt of intimation shall not be a ground for nonpayment or delayed payment. Bidders must therefore keep a watch on their incoming e-mail or can contact the Odisha Tribal Empowerment & Livelihoods Programme Plus (OTELP Plus).

Signature of the Bidder



(Annexure-I)

**ODISHA TRIBAL EMPOWERMENT AND  
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**ITEM DESCRIPTION FOR AUCTION SALE  
PROPERTY FOR SALE ON  
“AS IS WHERE IS” AND “AS IS WHAT IS BASIS”**

The list of items for Auction Sale is as follows :-

SI No	Item Description	Quantity	Location
1.	Executive Chair	3 nos.	At PSU, OTELP Plus
2.	Visitors Chair	14 nos	
3.	Laptop	1 Nos.	
4.	Air Conditioner	10 nos.	
5.	Land Phone	1 Nos.	
6.	Wall Fan	2 Nos.	
	System		
7.	Exhaust Fan	3 nos	
8.	Revolving Chair	4 nos	
	(make-Finolex)		
9.	Computer	3 Nos.	
10.	Printer	3 Nos.	
11.	Stabiliser	3 Nos.	
12.	N Computing System	4 No.	
13.	Monitor	6 Nos.	
14.	Chargeable Light	1 nos.	
15.	Mobile	7 No.	
16.	Stand Fan	2 Nos.	
17.	UPS	2 No.	
18.	FAX Machine (Samsung)	1 No.	
19.	Xerox Machine	1 nos.	
	Total reserve/up set price (Rs.)		12,395.00

Signature of the Bidder

(Annexure-II)

**ODISHA TRIBAL EMPOWERMENT AND  
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**BID/AUCTION/TENDER FORM**

**PROPERTY FOR SALE ON**

**“AS IS WHERE IS” AND “AS IS WHAT IS BASIS”**

**(Read carefully the terms and conditions of auction sale before filling-up and submitting the bid)**

1	Name(s) of Bidder (in capital)	
2	Father's/Husband's Name	
3	Postal Address of Bidder(s) (If the Bidder is a company, address of it's Regd. Office)	
4	Phone/Cell Number and E-mail ID	
5	Details of items for which bid is submitted (see Annexure-I)	
6	Date of submission of bid	
7	PAN Number	
8	Whether EMD deposited	Yes/No
9	Bank Draft No/Date	
	Name of the Bank	
	Branch	
	Account No	
	IFSC Code No.	
10	Bid/Tender amount quoted	Rs. _____ (In Figure)
		Rs. _____ (In Words)

I declare that I have read and understood all the terms and conditions of auction sale and shall abide by them. A signed copy of the terms and condition has been enclosed in the application.

Signature of the Bidder

**Annexure-III**  
**DECLARATION**

Programme Director, OTELP PLUS  
Bhubaneswar.

Date-

1. With reference to your notice inviting tender, I/We, the Bidder/s aforesaid do hereby state that, I/We have read the entire terms and conditions of the sale and understood them fully. I/We, hereby unconditionally agree to conform with and to be bound by the said terms and conditions and agree to take part in the Auction sale of the unserviceable/damaged assets.
2. I/We have seen/inspected the asset to be purchased and understand the general terms and conditions as mentioned in the offer/bid/tender document, sale notice, advertisement and those mentioned here-in-after.
3. I/We declare that the EMD and other deposit towards purchase-price were made by me/us as against my/our bid and that the particulars remittance given by me/us in the bid form is true and correct.
4. I/We further declare that the information revealed by me/us in the bid document is true and correct to the best of my/our belief. I/We understand and agree that if any of the statement/information revealed by me/us is found to be incorrect and/or untrue, the bid submitted by me/us is liable to be cancelled and in such case, the EMD paid by me/us is liable to be forfeited by the Programme Director, OTELP PLUS and the Programme Director, OTELP PLUS will be at liberty to annul the offer made to me/us at any point of time.
5. I/We also agree that after my/our offer given in my/our bid for purchase of the assets is accepted by the Programme Director, OTELP PLUS and I/We fail to accept or act upon the terms and conditions of the sale or am/are not able to complete the transaction within the time limit specified for any reason whatsoever and/or fail to fulfill any/all the terms and conditions of the bid and offer letter, the EMD and any other payment made by me/us along with the bid are liable to be forfeited.
6. The decision taken by the Programme Director, OTELP PLUS in all respects shall be binding on me/us.
7. I also undertake to abide by the additional conditions if announced during the auction including the announcement of correcting and/or additions or deletions of terms being offered for sale.

Signature: .....

Name:.....

E-mail id.....Mobile.....

**Enclosures**

1. Bid/Auction/Tender Form (including Annexure-I, II & III) along with accepted terms and conditions
2. Self attested copy of Identity proof
3. Self attested copy of PAN card/Voter ID/Passport/Driving Licence; and
4. Bank Draft for EMD Amount.

Signature of the Bidder