

TATA INSTITUTE OF SOCIAL SCIENCES
DEONAR, MUMBAI 400 088
 (Deemed University under MHRD, Government of India)

**DETAILED AUCTION NOTICE THROUGH TISS E-TENDERING/E-
 PROCUREMENT PORTAL i.e, <https://www.tenderwizard.com/TISS>**

The Tata Institute of Social Sciences, Mumbai has decided to sell/dispose off following condemned vehicle through the public auction as per following terms and conditions: -

AUCTION TIMELINE / SCHEDULE

SL	EVENTS	DATE
1	Date of publication of Advertisement	1 st July, 2019
2	Last date for submission of application, along with offer price and EMD	15 th July, 2019
3	Opening of price offers	16 th July, 2019
4	Declaration of successful bidders	16 th July, 2019
5	Last date of deposit of amount	22 nd July, 2019
6	Last date for lifting of vehicle	22 th July, 2019

E-AUCTION-CUM-BID NOTICE FOR SALE OF USED VEHICLE : Online tenders are invited for auction of used vehicle 'AS IS WHERE IS BASIS' of following vehicle.

DESCRIPTION OF ITEM:

Tata Sumo: - Vehicle No: MH03-S-1526

Year of Purchase: 2002

Purchase Price: 7,55,651

Reserve Price (Salvage/Starting Price):-

Increment Value: Rs. 5,000/-

Reserve Price: will be decided on the basis of higher authority after opening of the commercial offer.

e-Auction Scheduled Date & Time are as below:

e-Auction Date & Time started. 16 July, 2019 at 12.30 to 03.00 p.m.

NO TIME EXTENSION eAuction will be ended at 3.00 p.m. on 16.07.2019

Interested parties for inspection and other details in respect of the said vehicles, if they so desire, may contact **Mr. Parag Panchal, Transport (Facility Services)**, Tata Institute of Social Sciences, Mumbai Branch. Tel : 022- 2552 5206) & on any working day between 10.30 AM to 5.30 PM except on Saturday for any further information about the said used vehicle before quoting the rates.

Acting Registrar

General Terms & Conditions:

- 1 : TISS offers its vehicle No. MH03-S-1526 Tata Sumo) for sale through auction "AS IS & WHERE IS BASIS" The Bidders may quote for the vehicle as per the format given in Annexure -I.(The Annexure – I Excel (.xls) format are available on TISS e-Procurement site .
- 2 : The Bidders may inspect the vehicle in the office premises TISS, Main Campus, Deonar, Mumbai during working hours between 10.00 a.m. and 05.30 p.m. at their own cost within 15 days of the Auction Notice
- 3 : **An EMD amounting to 5000/- (Rupees Five Thousand) only for the aforesaid vehicle is to be submitted along in shape of Demand Draft in favour of " TISS, payable at Mumbai . (Scan Copies of EMD should be uploaded online) .Note : Online e-Payment Facility are available on e-Procurement website for making the EMD & Processing Fees Payment .**
- 4 : The EMD will be refunded to the unsuccessful **bidders within 30 days** from the final disposal of the vehicle.
- 5 : The EMD amount of successful bidder will be adjusted against the offered price towards the respective vehicle.
- 6 : The successful bidder(s) will be liable take possession and lift the concerned vehicle within 5 days of full payment by a Demand Draft.
In case of any default in lifting of the vehicles by the buyer within the prescribed time limit(as per clause no 6), payment of ground rent @ 1% of the offered price per day and part thereof shall be paid by the buyer to the TISS, Mumbai. for the period of delay
- 7 : If in any case the vehicle will not be lifted (as per clause no: 10) by the successful bidder, the EMD of the successful bidder will be forfeited and the next bidder will be considered as the new successful bidder and will be allowed to lift the vehicle.

- 8 : The Institute reserves the right to reject or cancel the bid/bids or the entire auction process without assigning any reasons thereof.
- 1 : The TISS Management reserves the right to recover the ground rent form the EMD.
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- 1 : The bidders are requested to quote their prices as per the format given in Annexure
1 - I
- 1 : Any deviation from this will not be allowed and liable to cancel the bid
2
- 1 : The Bidder shall require to indicate the name, detail address and telephone number
3 of its contact person for further communication as required

For further clarifications, please do not hesitate to contact:

Ms. Roja T. Pillai

Assistant Registrar (Personnel & Administration)

Incharge, Purchase & Stores Section,

TATA INSTITUTE OF SOCIAL SCIENCES, DEONAR, MUMBAI 400 088.

Landline No: 022 2552 5230

- Instructions to Tenderers about TISS e-Procurement / e-Tendering Vendors / Bidders Registration :

Standard e-Tender Terms & Conditions For TISS e-Procurement .

TISS e-Procurement Website are : <https://www.tenderwizard.com/TISS>

1. The details of tender notification can be downloaded from www.tenderwizard.com/TISS under "Tender of TISS" link in the homepage.
2. Vendors should obtain the USER ID and PASSWORD from www.tenderwizard.com/TISS by clicking on "Enrolment" link in the homepage.
3. The Vendor registration fees has to be paid to ITI Ltd for Rs. 2360/-. Using the e-Payment link provided at the time of registration, and the mode of payments are Credit Card, Debit Card and Internet Banking. Vendor Registration is Valid for 1year.
4. For further details on e-Tender participation, please contact ITI Help desk on :
 - Telephone: 080-49352000 (Bangalore) .
 - Sanjay KC – Mumbai & Maharashtra (09665721619) E-Mail Id : sanjay.kc@etenderwizard.com
 - Bangalore Off. E-Mail Id: harishkumar.kb@etenderwizard.com, ambasa@etenderwizard.com.

5. Tenders should be submitted only through e-Tender portal and obtain the Tender Acknowledgement copy as a proof of successful submission.

INFORMATION & INSTRUCTIONS TO THE BIDDERS
FOR USING ONLINE ELECTRONIC TENDERING SYSTEM (eTS).

Special Conditions & instructions for using online Electronic Tendering System

through portal (website) <http://www.tenderwizard.com/TISS> adopted by Tata Institute Of Social Sciences , Mumbai .Vendor Registration Fees Rs.2,000/-+ 18%(GST) through e-Payment Gateway on TISS e-Procurement Portal i.e., <https://www.tenderwizard.com/TISS>

Note : The e-Payment Gateway are available on e-Procurement Portal for making the Online Vendor Registration Payment.

Bidders are required to Enrol for Vendor Registration on the TISS e-Procurement Tender wizard Portal

(URL: <https://www.tenderwizard.com/TISS>) by clicking on the link “ **Enrolment** ” on the home page of e- Portal which is chargeable. (Rs.2000/- + GST(18%)(Non-Refundable) to be paid online by e-payment gateway). & Tender Processing Fees are also applicable for vendors (Non-Refundable)

The bidders are required to submit soft copies of their bids electronically on the TISS Tender Wizard e-Procurement Portal, using valid Class III Digital Signature Certificates. The step by step instructions about e-Tender Process are given in “Vendor Help Manual “ .

Class III Digital Signature Certificate are mandatory for e-Tender /e-Procurement .

Note : Information about e-Procurement Portal.

More information useful for submitting online bids on the NIA e-Procurement Tenderwizard Portal may be obtained at: <https://www.tenderwizard.com/TISS> . **N.B:** Bidders can download the Vendor’s manual by visiting on home page of TISS e-Procurement Website : <https://www.tenderwizard.com/TISS> . KEY INSTRUCTIONS for BIDDERS by clicking on “**Latest Circulars/Formats/Help Manuals/Faq**”. **The complete Step by Step “Vendors Help Manual For e-Procurement / e-Tendering Process , Vendors Registration Process , System Settings Requirements & JAVA Settings Manuals , e-Payment Guidelines” & “Digital Signature Certificate Process”** this details are available on TISS e-Procurement Website for e-Tenders.

Note: Online Support / Web Support / E-Mail Support / Phone Support are also available for Bidders as well as Department Officials . Online support through “Team viewer” , “Ammy Admin “ Or “Any Desk” Remote software only. For Downloading this software , the downloading software links are available on home page of TISS E-Procurement Site

Note : If Online Bidding then Auction processing charges payable by successful bidder after the completion of Auction. Tax will applicable as per the government norms

FORMAT FOR LETTER OF INTEREST
(Also Scan Copy should be uploaded online)

The Registrar
 Tata Institute of Social Sciences,
 Sion Trombay Road,
 Mumbai 400 088.

Dear Madam/Sir,

I/We, _____ am/are
 interested in participation in the Auction notified vide your Notice under reference No.
 TISS/ P & S/1/IDS/ 2019 dated 1st July, 2019.

We are hereby submitting EMD in favour of Tata Institute of Social Sciences payable at
 Mumbai for participating in the above mentioned auction.

Details of the submitted is as given below:

D.D. No: _____ D.D. Amount

DD Submission Date: _____

Bank Name: _____

I/We, am/are providing the following details to you.

Name of the Contact Person of the Bidder: _____

Contact Address : _____

Telephone / Mobile Nos. : _____

Email ID : _____

Bank Name : _____

Branch name : _____

IFSC Code : _____

Account Number : _____

Yours faithfully,

Signature of the Authorisd Person

Date:



BIDDER REQUEST FORM

FORMAT FOR OFFER PRICE TOWARDS AUCTION OF THE VEHICLE

(Note : The below format are available on TISS e-Procurement site in EXCEL (.xls) file/ format which is fillable , the bidders should have to quote their price in online given excel format only)

Name of the Party/Bidder: _____

Address : _____

: _____

: _____

: _____

Telephone / Mobile Nos. : _____

Email ID : _____

Vehicle	Quoted Price	
	Quoted Amount (Digit)	Quoted Amount (in words)

DESCRIPTION OF ITEM:

Tata Sumo

MH03-S-1526

Year of Purchase: 2002

Purchase Price: 7,55,651

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NB: The bidders are requested to quote their prices as per the format given above. Any deviation from this will not be allowed and liable to cancel the bid.

Yours faithfully,

Signature of the Authorized Person

Date:

BIDDER REQUEST FORM

FORMAT FOR OFFER PRICE TOWARDS AUCTION OF THE VEHICLE

(Note : The below format are available on TISS e-Procurement site in EXCEL (.xls) file/ format which is fillable , the bidders should have to quote their price in online given excel format only , Below are for reference purpose only for bidders.)

TATA INSTITUTE OF SOCIAL SCIENCES, Mumbai			
E-TENDER /E-AUCTION NOTICE NO. AUCTION/TISS/VEHICLE/2019-20 Date:-01/06/2019			
Name of Work :E-AUCTION-CUM-BID NOTICE FOR SALE OF USED VEHICLE			
ANNEXURE - 1 : BIDDER REQUEST FORM FORMAT FOR OFFER PRICE TOWARDS AUCTION OF THE VEHICLE			
Name of the Party/Bidder:			
Address , Telephone / Mobile No. & E-Mail Id			
S.NO.	Vehicle	Quoted Price	
	Description of Item	Quoted Amount (Digit)	Quoted Amount (In Words)
1	Tata Sumo MH03-S-1526 Year of Purchase: 2002 Purchase Price: 7,55,651		
NB: The bidders are requested to quote their prices as per the format given above. Any deviation from this will not be allowed and liable to cancel the bid.			
1	Vendor has to be Enter the Full Company Name		
2	Vendor Has to be Quote BLUE Clour Cell Only		
"This is Electronic Spread Sheet Signature Is Not Required"			