



Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.
(NAAC `A` GRADE)

Date :- 09.11.2022

CORRIGENDUM

According to the letter Published on 29.10.2022 by I/c Finance & Accounts Officer, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, quotations have been invited for the Auctioneer of Scrap material in academic & administrative departments of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad for Three year.

Through this letter, the work at Sub-campus, Dr. Babasaheb Ambedkar Marathwada University, Osmanabad area is also being included in this work and for the period of two year i.e. (Upto December-2024). And last date of submission of quotation is 21.11.2022. Please take note of this. (Form of quotation is enclosed)

sd/-

I/c Finance & Accounts Officer

Dr. Babasaheb Ambedkar Marathwada University, Aurangabad

Quotation for appointment of Auctioneer

To,

Date :09.11.2022

Sub : Quotations are invited from Auctioneer for the following work so as to reach this office on or before 21.11.2022-.

Name of Work - Appointment of Auctioneer for taking auction of scrap furniture /Scientific Equipment / Raddi/ Books /Computer & Peripherals / Vehicles/ Press Equipment/Demolitions of structures of various academic and administrative department of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad and Sub-Campus Osmanabad.

Sr No.	Description	Work Period	% of Commission
1.	Appointment of Auctioneer for taking auction of scrap furniture /Scientific Equipment / Raddi/Books/Computer & Peripherals/ Vehicles/Press Equipment/Demolitions of structures of various academic and administrative department of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad and Sub-Campus Osmanabad.	2 Years (Upto Dec-2024)	

TERMS AND CONDITIONS :-

1. Mention quotation no. and name of work on the envelopes.
2. Quotation must be sent along with covering letter on your letterhead.
3. Conditional quotation will not be accepted.
4. Payment should be at % of commission + GST (applicable) on actual valuation of material or minimum amount +GST (applicable) whichever is greater.
5. Payment will be made by cross cheque or online only after completion of work.
6. Income tax will be deducted as per prevailing rule.
7. Rates are inclusive of all taxes & duties.
8. Careful survey and lotting and sagration of material for better returns.

Scope of work:-

1. Advertisements in Newspapers and journals for Auction.
2. Completion of catalogues of materials proposed for disposal and mailing theses to parties most interested in the particular material.
3. Making personal and other contracts with buyers.
4. Making all arrangements for the E-auctions/E-tender.
5. Follow up on payment of balance money and for lifting of material within the stipulated period.
6. One representative from Auctioneers side should be present at the time of actual delivery of materials/equipment's.
7. From lotting till the delivery of actual material, it is the responsibility of Auctioneer.
8. Obtaining & submitting the pulping certificate from contractor in case of Raddi.
9. To solve the any dispute arising due to Auction till completion of Auction activity.

The above terms and conditions along with scope of work are accepted to me.

Signature -----
Auctioneer
(with stamp)

sd/-
I/c Finance & Accounts Officer
Dr. Babasaheb Ambedkar
Marathwada University,
Aurangabad.

DETAILED QUOTATION NOTICE TO CONTRACTOR

Name of Work - Appointment of Auctioneer for taking auction of scrap furniture /Scientific Equipment / Raddi / Books /Computer & Peripherals / Vehicles / Press Equipment /Demolitions of structures of various academic and administrative department of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad and Sub-Campus Osmanabad.

Sealed quotations in given form are invited for the above said work, from experienced auctioneers be received in sealed covers addressed to the Finance & Accounts Officer, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad in his office on or before 21.11.2022 up to 18.00 hrs. The contractor should submit their application for blank quotation form to the Finance & Accounts Officer, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad between 10.30 to 18.00 up to 21.11.2022 on all working days except Sunday and Public holidays declared by the Government of Maharashtra.

The Blank quotation form will be issued to the eligible contractor in above mentioned period.

1	Name of Work	:	As above
2	Cost of each blank quotation form	:	
3	Estimated cost of work	:	
4	Last date and time up to which blank quotation forms will be issued.	:	
5	Date of receipt of quotation form	:	
6	Probable date and time of opening of quotation	:	
7	Quotation validity period	:	

Quotation notice form a part of the contract agreement

1.	The agency shall be in their forwarding letter mentioned the names of or partners of the firm of the company (as the case may be) and the name of the partner who holds the power of attorney if any, authorizing him to conduct transaction on behalf of the firm on company.
2.	Right is reserved to revise or amend the quotation documents fully or part thereof prior to the date notified or amended for the receipt of quotation such deviation / amendments if any shall be communicated in the form of corrigendum or by a letter as may considered suitable.
3.	Right is reserved to reject or all quotations without assigning any reason thereof.
4.	Quotations that do not fulfil all or any conditions of quotations or submit incomplete quotations or submit incomplete quotation, their quotations are liable for summarily rejection.
5.	ENVELOPE (Documents) 1. Forwarding letter indicating the documents contained therein. 2. Attested copy of GST Registration & Pan Card. 3. Attested copy of certificate of registration from competent authority as auctioneer. 4. The second envelope clearly marked as Envelop No 2 and shall contain only duly filled main quotation. 5. ITR copy for Financial Year 2021-22
6.	Procedure for Opening of Quotation. Envelop No 1 : First of all Envelop No 1 of the quotation will be opened to verify its contents as per requirements. If the various documents contained in this envelop do not meet the requirements of the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, it will be noted accordingly by the Quotation opening authority and the said Quotation Envelop No 2 shall not be considered. Envelope No 2 : This envelope shall be opened after security of the documents submitted in Envelope No 1 and if contents of Envelope No 1 are found to be acceptable, the quotation envelope No 2 shall then be read out.

**Signature of Auctioneer
(With Stamp)**

**sd/-
I/c Finance & Accounts Officer
Dr. Babasaheb Ambedkar
Marathwada University,
Aurangabad.**

DETAILED QUOTATION NOTICE TO CONTRACTOR

Name of Work - Appointment of Valuator for taking auction of scrap furniture /Scientific Equipment / Raddi / Books /Computer & Peripherals / Vehicles / Press Equipment /Demolitions of structures of various academic and administrative department of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad and Sub-Campus Osmanabad.

Sealed quotations in given form are invited for the above said work, from experienced Valuator be received in sealed covers addressed to the Finance & Accounts Officer, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad in his office on or before 21.11.2022 up to 18.00 hrs. The contractor should submit their application for blank quotation form to the Finance & Accounts Officer, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad between 10.30 to 18.00 up to 21.11.2022 on all working days except Sunday and Public holidays declared by the Government of Maharashtra.

The Blank quotation form will be issued to the eligible contractor in above mentioned period.

1	Name of Work	:	As above
2	Cost of each blank quotation form	:	500/- (D.D./Cash Counter receipt) In favor of Registrar, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad
3	Estimated cost of work	:	At actual
4	Last date and time up to which blank quotation forms will be issued.	:	Available on website
5	Date of receipt of quotation form	:	Before last date 21.11.2022
6	Probable date and time of opening of quotation	:	7 days
7	Quotation validity period	:	45 days