

مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY
(A Central University established by an Act of Parliament in 1998)
(Accredited with 'A+' grade by NAAC)
PURCHASE & STORES SECTION



No. MANUU/Purchase/F.254/Vol.I/2024-25/120

02.06.2025

Sub: MANUU- Purchase & Stores – Disposal of old unserviceable tyres of 4-Wheeler Vehicles -Request to submit highest sealed quotations – Reg.

The University intends to dispose off the old unserviceable tyres of 4-wheeler vehicles. In this connection, sealed quotations are invited from scrap dealers/vendors to submit their bids along with Demand Draft (DD) of Rs. 2500/- (Rupees Two thousand five hundred only) towards EMD drawn in favour of MANUU payable at Hyderabad (exemption of EMD as per GoI norms will only be considered on production of documentary proof in the sai) as per Annexure - I & II **on or before 10.06.2025 by 03:00 p.m.** The quotations will be opened on same day at 03:30 pm in presence of officials of the University and responsive bidders. The bidder shall submit the sealed quotations as per Annexure I & II at Purchase & Stores Section. The bidder may inspect the material on all the working days (from Monday to Friday) between 11:00 a.m. and 04:30 p.m. The last day for inspection of the lot is 09.06.2025. The details of are as follows:

Sl.	Description of the item	Qty (nos.)	Location of Assets
1	Old un-serviceable tyres of 4-wheeler vehicles (different sizes pertaining to different 4 vehicles)	45	Store Room at the basement of CIT building (Cellar)

- Bidders participating for the aforementioned items shall be required to enclose a copy of GSTIN registration certificate.
- The material for sale is offered on “**AS IS WHERE IS**” basis. The material can be inspected at the location shown in the Annexure-I between 11:00 a.m. and 04:30 p.m. on working days.
- The items are sold on the assumption that the bidders have inspected the items and aware of what they are buying, whether they have inspected them or not and the principle of “**CAVEAT EMPTOR**” shall apply. No complaint shall be entertained and no reliance may be placed on any description.
- The amount to be quoted should include all the charges and applicable taxes, transportation, labour and any incidental charges etc. The amount so indicated shall be inclusive of all expenditure/tax/GST/other provisions and the same have to be deposited with the University without any deductions.
- The participant bidder shall quote the highest price in **Annexure-II** in the **separate sealed envelope**. The University reserves all the rights to issue sale order to the firm quoted highest rate (H1).

The bidder shall take all precautionary measures with regard to safety of labour/other persons involved during lifting of material. The bidder shall solely be responsible for any damages in this regard for MANUU Property and/or for the labourers involved in this regard.

- Sale Order & Deposition of Sale Amount:** The successful H-1 Bidder, to whom the Sale order is awarded will required to deposit the sale amount in the form of demand draft within 24 hrs from the issue of the sale award. In case of two or more firms quoting the same H-1 rate, in such situation, the University shall call revised & fresh quotations from such firms only with short duration.

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7. Lifting Materials: The successful H-1 bidder required to lift/transport entire material **within 3 days** (excluding holidays, Saturday and Sunday) from the date of issue of Sale Order at their own cost from CIT Building (Cellar). Before lifting the material inside the University premises, the firm shall deposit the demand draft equivalent to H-1 rate quoted.
8. The items / lots should be lifted in presence of officials of the University. Requisite labour, packing material etc., shall have to be arranged by the successful H-1 firm along with safety measures.
9. The H-1 firm should lift the material mentioned in tender document only. The firm shall not have right to take away any other material pertaining to the University.
10. The University shall not take any responsibility of the stores after award of sale contract & after shifting of the material from its Premises.
11. In case of any dispute, Hyderabad will be the Jurisdiction. The Registrar, Maulana Azad National Urdu University, Hyderabad shall decide the issue and his decision will be final and shall be binding on the both the parties
12. Bidding for selective quantity is not allowed. In such an event the quotations submitted by the bidder will be rejected.
13. The successful bidder shall arrange to remit the sale order value within 24 hours from the time of issue of the Sale Award. Lifting of the material/items will be made only after deposit of full amount of rate quoted and accepted by the University.
14. The successful H-1 bidder shall not be allowed to withdraw their bid and in the event of failure, the earnest money deposit (EMD) will be forfeited and will be liable for blacklisting of his own firm for a period up to 2 years. The same will also be notified in the University website.
15. The bid document should be signed by the authorized signatory only. Photocopy or unsigned or incomplete bids shall be rejected.
16. Overwriting, erasures, corrections in the prescribed proforma are prohibited and such bids shall be rejected. Conditional /incomplete bids are also liable for rejection.
17. The University reserves the right to accept or reject any/all of the bids without assigning any reason.
18. For any technical query/clarification, you may contact Purchase & Stores Section, 040-23006612-15 / Extn: 1342 Landline: 040-23001697. For inspection of the material, you may please contact 040-23001697. The interested bidders may inspect the material on all the working days (from Monday to Friday) between 11:30 a.m. and 04:30 p.m. on or before 09.06.2025.

Assistant Registrar
Purchase & Stores Section

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Annexure - I

1	Name of Firm	
2	GST details	(Enclose Proof)
3	Contact Details	Address: Tel No. / Mobile: E-mail:
4	Details of EMD of Rs. 2,500/- (Rupees Two thousand five hundred only) <i>(Exemption for registering with MSME as per GoI norms will only be considered only on production of valid documentary proof)</i>	D.D No. _____ dated _____ Bank _____

Declaration: It is hereby declared that our firm has carefully read and understood the requirement of tender and **agreed with all the clauses**, terms and conditions including place of jurisdiction etc., as mentioned in the tender document, and agreed that the decision of the University shall be final in all respect. **We further undertake that we have not blacklisted by any central / state government organization / PSUs during the last two years.**

Place :

Date :2025

Signature of the authorized

representative of the firm with stamp

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Annexure II

// TO BE SUBMITTED IN A SEPARATE SEALED ENVELOPE //

Sl.	Description of the item	Qty (nos.)	Location of Assets	Price quoted (quoted amount to be deposited with the University)
1	Old/unserviceable tyres of 4-wheeler vehicles (different sizes pertaining to different 4 wheelers)	45	CIT Building (Cellar)	Rs. In words:

Place :

Signature of the authorized

Date :2025

representative of the firm with stamp