



विद्यारत्नम् महद्भनम्

राजीव गाँधी पेट्रोलियम प्रौद्योगिकी संस्थान जायस, अमेठी,  
उ. प्र.

**RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY**

**Jais, Amethi (U.P.) – 229 304**

**Website: [www.rgipt.ac.in](http://www.rgipt.ac.in)**

**Tender for Disposal / Auction of scrap items laying at Bio-gas plant in  
hostel area of RGIPT campus for a period of one year**

<b>Tender No.</b>	Tender No: RGIPT/Jais/Bio-gas/Auction/2026-27/01, Date- 16.06.2026
<b>Last Date &amp; Time of Submission:</b>	07/07/2026 (Tuesday) by 3:00 P.M, Duration: 21 Days
<b>Date &amp; Time of Opening Bid:</b>	07/07/2026 (Tuesday) by 4:00 P.M

## Schedule of Events

Rajiv Gandhi Institute of Petroleum Technology (RGIPT) invites sealed tender under Single Bid system from reputed, experienced and financially sound parties for disposal / auction of scrap items laying at residential, academic and hostel area of RGIPT Jais campus.

<b>Name of the Work</b>	<b>As it where is basis</b> Disposal / Auction of scrap items from Bio-gas plant in Hostel Premises for a period of one year.
<b>Tender No.</b>	Tender No: RGIPT/Jais/Bio-gas/Auction/2026-27/01, Date- 16.06.2026
<b>Auctioneer Names</b>	The Chairman, Disposal / Auction Committee, Rajiv Gandhi Institute of Petroleum Technology, Bahadurpur, Jais, Amethi UP – 229304
<b>EMD</b>	In the form of Demand Draft in favour of ‘ <b>Rajiv Gandhi Institute of Petroleum Technology</b> ’ payable at ‘ <b>Jais</b> ’Amethi UP.
<b>Reserved Price &amp; EMD</b>	As per Annexure – ‘5’
<b>Inspection</b>	For inspection of scrap items, the bidders are advised to contact ‘Assistant Registrar (Student’s Affairs) office’ at RGIPT in any working day between 10:00 A.M. to 6:00 P.M.
<b>Issue of Tender</b>	The Tender document link can be obtained from the Institute’s website – <a href="http://www.rgipt.ac.in">www.rgipt.ac.in</a> . Please keep visiting our website for any corrigendum /amendments and submit the bid documents accordingly.
<b>Last Date &amp; time of Submission of Tender (Bid due date)</b>	Up to 3:00 P.M. on 07/07/2026 (Tuesday)
<b>Opening of Tender</b>	The Tender documents will be opened on same day, i.e. 07 <sup>th</sup> July’ 2026 at 04:00 P.M. in the presence of authorized representatives of the bidders at Student’s Affairs Office, Hostel Building, RGIPT Jais, Amethi - 229304.
<b>Contact Person (for any clarification)</b>	(i) Asst. Registrar (Senior Scale), e-mail: <a href="mailto:rakeshs@rgipt.ac.in">rakeshs@rgipt.ac.in</a> Ph. No. +91-9554893195
<b>Last Date and time of submission of Bids</b>	3:00 P.M. on 06/07/2026 (Monday)

# INDEX

<b>Sl. No.</b>	<b>Particulars</b>	<b>Page Nos.</b>
1.	Notice Inviting Tender Cum Action Notice	4-5
2.	Technical Eligibility	4-5
3.	Mode of Selection	5-5
4.	General Terms & Conditions	6-9
5.	Declaration for non-black listing (Annexure-1)	10-10
6.	List of documents enclosed (Annexure-2)	11-11
7.	Letter submitting offer / bid / tender (Annexure – 3)	12-12
8.	Price Bid (Annexure – 4)	13-14
9.	Reserved Price & EMD (Annexure – 5 )	15-16

**Notice Inviting Tender Cum Auction Notice for disposal / auction of Scrap materials laying at Bio-gas plant in hostel area of RGIPT for a period of one year**

Sealed Tenders are hereby invited under **Single Bid System** for disposal / auction of scrap items laying at Bio-gas plant in hostel area of RGIPT, for a period of one year.

Bidders can download complete set of tender documents from Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi, Website, **www.rgipt.ac.in** and the Last Date / Time for submission of bids is **07.07.2026 (Tuesday) up to 03:00 PM**. Late bids shall not be accepted in any circumstances.

The bids may be submitted in accordance with terms and conditions of Tender on above date and time. The bids to be submitted in sealed envelope and super scribed with the tender number and date. The bidders must sign all the pages of Tender & Terms and Conditions as a token of acceptance of the tender conditions.

**Technical Eligibility of the Bidders:**

1. The bidding company / individual should have a valid PAN and GST Registration (copy to be enclosed).
2. Earnest Money Deposit (EMD) of **Rs. 10,000/-** by Demand Draft.
3. Self-declaration of bidders as per **Annexure – 1 & 3**.
4. List of Documents as per **Annexure – 2**.
5. Properly filled price bid format as per **Annexure -4**.

The bidders are advised to strictly follow the technical eligibility criteria and should submit the price bid in the attached format (**Annexure 4**) only. In case, if the any of the

above-mentioned criteria is not met properly, in such case, the bids of the respective bidder are liable to be rejected.

**Mode of Selection:**

The H-1 bidder meeting the technically eligibility shall be awarded the contract. If, the bidder fails to execute the contract within the stipulated period, institute may at its discretion award the contract to the next lower bidder at H-1 price.

## **GENERAL TERMS & CONDITIONS**

1. Tenders, in single-bid system, are invited for disposal/auction of scrap items laying at residential, academic and hostel area on “AS IS, WHERE IS BASIS” with related terms and conditions.
2. While submitting the bids, the bidder shall read all the terms and conditions.
3. The bidders are advised to submit the bids addressing to Chairman, Disposal / Auction Committee well before the due date and should be sent to either by courier / post or dropped in the tender box provided at 1<sup>st</sup> floor of administrative building, Dispatch Section, RGIPT Office, Bahadurpur, Mukhatiya More, Harbanshganj, Near Jais Railway Station, Amethi, U.P.
4. EMD shall be returned within 10 days to unsuccessful bidders. The EMD of H-1 vendor will be adjusted against final payment settlement. Remaining amount of awarded value will have to be deposited by successful bidder within 7 days from the award of the contract through **RTGS (BOB A/c No. 59480100000001)** only. A copy of UTR Number shall be required in case of NEFT / RTGS transfer.
5. The bidders, in their own interest, are advised to physically verify the scrap items during any working day between 10:00 AM to 6:00 PM within the bidding period by prior appointment of Assistant Registrar (Student’s Affairs), contact no. 9554893195, to satisfy themselves about the quality and condition of the materials offered for sale. No request for providing sample will be accepted.
6. The items specified in the ‘**Annexure – 5**’ have been stated to the best of the information. The RGIPT shall not be answerable for any error, misstatement or omission in the proclamation. The successful bidder shall be required to lift all the

items at their own cost from the disposal site to his / her premises within 07 days, after the payment of the quoted amount. The cycle of up-lifting scrap items will be every week after seven days.

7. On failure to lift the materials within the stipulated date and time, the committee will take the decision on the penalty/day and accordingly a penalty @ 0.50% per week and up to maximum of 10% will be charged. The RGIPT shall have the right to forfeit the entire amount of deposit made by the bidder.
8. GST shall be applicable as per the prevalent rates.
9. The RGIPT will be no party to any dispute that may arise in transit after the loading has been completed.
10. The RGIPT reserves its right to accept or reject any of all the offers without assigning any reason whatsoever and in case all the offers are rejected, either to hold negotiations with any of the bidders or sell the scrap items through private negotiations with any of the bidders or any other party/parties. The decision of RGIPT in this regard shall be final.
- 11. The bidders are advised to quote for all the items. In case, the bidders have not quoted for all the items, under such condition, the committee reserves the right either to dispose of all the scrap items on overall basis or on item wise basis.**
12. In case of any dispute arising as to the validity of the tender, amount of bid, EMD or as to the eligibility of bidder and with the interpretation of terms & conditions of tender, the decision of the RGIPT will be final.
13. Tender with conditional offers may be treated as invalid. Likewise, correspondence about any change in the offers will not be entertained.

14. The sale certificate, if needed shall be issued in the name against which the contract has been awarded.
15. The bids will be opened by duly constituted committee members for the purpose at the time and date as specified in the tender document. In the event of the date being declared as a closed holiday, then the bids will be opened on the next working day.
16. The bidders should submit the **Price Bid (Annexure – 4)** and filled in the blank spaces provided for mentioning the name of bidder and rates. Bidders are advised to not make any changes in the price bid format. The rate quoted should be firm till the delivery is completed. Also, the rate quoted should be inclusive of all taxes & freight and should be valid for a minimum period of 12 months from the date of award of contract. Cutting or any correction in the price bid is not allowed.
17. The highest quoting bid will be accepted for award of tender, subject to the condition that bidders are fulfilling the eligibility criteria as mentioned in the tender document. None of the scrap material shall be sold below the reserve price. However, the offer found near the reserve price may be considered as per the decision of the committee constituted for the purpose.
18. It is the responsibility of the bidder to get the materials weigh in nearby weighing machine at their own expenses and submit the one copy of weighing slip to the concerned in-charge for their records and necessary action at their end.
19. In case, if there is any upward difference in mentioned quantity of tender of respective items and with actual weight, then the bidder is required to submit the differential amount to the accounts of institute. In case, the actual weight is less than the mentioned weight, then the institute will return the excess amount to the bidder.

20. In case the highest quoting bidder is not able to deposit the quoted amount within 10 working days, the same will be offered to next lower bidder (second highest bidder) at the rate quoted by the highest bidder.
21. The firm has to give self-declaration as per **Annexure – 1 & 3**.
22. At any time prior to the date of submission of bid, Committee may, for any reason, whether at his own initiatives or in response to a clarification from a prospective bidder, modify the bidding documents by an amendment. All prospective bidders who have received the bidding document will be notified of the amendment in writing and the amendment shall be binding on them. In order to provide reasonable time to take the amendment into account in preparing the bid, the Committee may at his discretion, extend the date and time for submission of bids.
23. The bidders are advised to submit **Annexure – 2** along with other desired enclosures necessarily to ensure the eligibility criteria, before submission of their bids.
24. RGIPT reserves all rights to make any changes in terms and conditions of the tender and also to reject any or all bids without assigning any reasons thereof.
25. The Chairman, Disposal / Auction Committee or his authorized representative shall be the final authority in all disputes and his decision will be binding on all concerned.
26. **Dispute Clause:** Any dispute related to the enquiry shall be subject to the jurisdiction of the court at Rae Bareli.

**For any clarification and further details, contact on mobile no. +91-9554893195 or contact in person during office hours.**

**Annexure - 1**

**DECLARATION FOR NON-BLACK LISTING**

(On Rs.100/- Stamp Paper)

Dated: .....

To,  
The Director,  
Rajiv Gandhi Institute of Petroleum Technology,  
Jais, Amethi – 229304

Sir,  
RGIPT/Jais/Bio-gas/Auction/2026-27/01, Date- 15.06.2026

**Re: The Tender Enquiry No.: RGIPT/Jais/Hostel/Auction/2025-26/01, Date- 21.07.2025 for disposal/  
Auctioning of scrap items laying residential, academic & hostel area of RGIPT campus.**

I/ we carefully gone through the Terms & Conditions contained in the above referred Tender documents. I/ we hereby declare that my company / firm is not currently debarred / blacklisted or no legal case pending by any Government / Semi Government Organization / Institutions in India or abroad. I/ we further certify that I am competent officer in my company / firm to make this declaration.

(Note: In case the company / firm was blacklisted previously, please provide the details regarding period for which the company / firm was blacklisted and the reason(s) for the same)

Yours faithfully

(Signature of the Bidder)

Name.....

Designation.....

Company's seal

**LIST OF DOCUMENTS ENCLOSED**

(On Company's / Firm's Letterhead)

Dated:.....

To,  
The Director  
Rajiv Gandhi Institute of Petroleum Technology,  
Jais, Amethi - 229304

Sir,

I / we are enclosing following documents:

- |  |            |
|--|------------|
| 1. Copy of PAN Card  | (Yes / No) |
| 2. Copy of GST Registration Certificate                        | (Yes / No) |
| 3. Declaration for non-blacklisting as per <b>Annexure – 1</b> | (Yes / No) |
| 4. Details of EMD:   |            |
| Amount of EMD:     Rs. 10,000/-                                | (Yes / No) |
| Demand Draft Number & Date:                                    | .....      |

Yours faithfully

(Signature of Bidder)

Name.....

Designation.....

Company's Seal.....

**LETTER SUBMITTING OFFER / BID / TENDER**

(On Company's / Firm's Letterhead)

To,

Dated.....

The Director  
Rajiv Gandhi Institute of Petroleum Technology,  
Jais, Amethi – 229304

Sir,

1. With reference to your Notice Inviting Tender for various scrap items (Sl. No.1 to .....), I / we do hereby submit the offer to purchase the same as mentioned in the tender document.
2. I / we have seen / inspected the material, which is to be purchase and had read the general terms & conditions, carefully, as mentioned in the tender document. I / we, hereby unconditionally agree to confirm with and to be bound by the said conditions.
3. I / we have enclosed the Earnest Money Deposit (EMD) for the total amount of Rs 10,000/- by Demand Draft No.....dated.....
4. I / we do hereby agree that the EMD shall be forfeited by the RGIPT in the event of my / our tender is accepted and I / we fail to make payment of the initial deposit as per the terms & conditions by any reason whatsoever.
5. I / we further declare that, I / we intend to purchase the condemned items in question at my / our own risk and that the information revealed by me / us in the Tender Document is true and correct to the best of my / our belief. I / we agree that is any of the statement / information revealed by me / us is found to be incorrect and / or untrue, the tender submitted by me / us is liable to be cancelled and in such case, the Earnest Money Deposit paid by me / us are liable to be forfeited by the RGIPT.
6. If I / we am/ are not able to complete the transaction within the time limit specified in the offer quotations and offer letter, the Earnest Money Deposit and any other amount paid by me / us along with the quotations and thereafter, are liable to be forfeited by RGIPT.
7. I / We have inspected the material before making the above offer, the decision of RGIPT on any dispute arising out of the offer shall be binding on me / us.

Yours faithfully,

Signature of the Bidder

Name of the Bidder .....

Address Office.....

Residence Address.....

E-mail Id.....

Mobile No.....

**PRICE BID**

**Tender Enquiry No. RGIPT/Jais/Bio-gas/Auction/2026-27/01, Date- 16.06.2026 for disposal/ Auctioning of scrap items.**

**Name and Address of the Bidder:** .....

**Mobile No. / Telephone No.**.....

I / we have inspected the scrap items and am / are interested to purchase the same on “**AS IS, WHERE IS BASIS**”. My / our offer for the same is given below:

Sl. No.	Location	Category	Items Name	Unit	Quantity	Total Weight (In Kg)	Unit Rate (Rs.)	Amount (Rs.)	Amount (In Words)
1	Bio-gas Plant	PAPERS/CARTONS	Miscellaneous	Kg.	-	750			
2	Bio-gas Plant	PLASTIC BOTTLES	Miscellaneous	Kg.	-	500			
3	Bio-gas Plant	CAN (Per Piece)	Miscellaneous	PCS	-	200			
4	Bio-gas Plant	GLASS BOTTLES	Miscellaneous	Pcs	-	100			
5	Bio-gas Plant	STEEL ITEMS	Miscellaneous	Kg.	-	50			
6	Bio-gas Plant	IRON	Miscellaneous	Kg.	-	100			
7	Bio-gas Plant	CLOTHES/SHOES/SLIPPERS	Miscellaneous	PCS	-	200			
<b>GST (As applicable) charged by RGIPT</b>							.....%		
<b>Total Amount (In figure)</b>									
<b>Total Amount (In Words) :</b>									

(Signature of Bidder)

Name.....

Company's Seal.....

GST No.....

PAN No.....

## Reserve Price Statement

Sl. No.	Location	Category	Items Name	Unit	Quantity	Weight/ Qty	Total Weight(In Kg)	Unit rate Rs	GST	Amount (Rs.)
1	Bio-gas Plant	PAPERS/CARTONS	Miscellaneous	Kg.	-	-	750	-	-	-
<b>Total</b>							<b>750</b>	13.50	5%	10,631.25
2	Bio-gas Plant	PLASTIC BOTTLES	Miscellaneous	Kg.	-	-	500			
<b>Total</b>							<b>500</b>	15.00	12%	8,400.00
3	Bio-gas Plant	CAN (Per Piece)	Miscellaneous	PCS	-	-	200			
<b>Total</b>							<b>200</b>	1.00	18%	236.00
4	Bio-gas Plant	GLASS BOTTLES (Per Piece)	Miscellaneous	PCS	-	-	100			
<b>Total</b>							<b>100</b>	1.00	18%	118.00
5	Bio-gas Plant	STEEL ITEMS	Miscellaneous	Kg	-	-	50			
<b>Total</b>							<b>50</b>	45.00	18%	2,655.00

6	Bio-gas Plant	IRON	Miscellaneous	Kg	-	-	100			
<b>Total</b>							<b>100</b>	18.00	18%	2124.00
7	Bio-gas Plant	CLOTHES/ Shoes/ Slippers	Miscellaneous	Kg	-	-	200			
<b>Total</b>							<b>200</b>	100.00	-	20,000.00
<b>Total Amount</b>										<b>44,164.25</b>