भारतीय प्रबंध संस्थान, लखनऊ – नोएडा परिसर

INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

NOIDA CAMPUS

B-1, Institutional Area, Sector-62, Noida – 201307 (U.P.)
Website: www.iiml.ac.in; Email: purchase_iimlnc@iiml.ac.in

RFQ FOR SALE OF IT & NETWORKING SCRAP ITEMS

(Short Notice)

Ref. No.: IIML-NC/PUR/IT-SCRAP/2026-27/01 **Date: 12.11.2026**

Subject: Inviting Quotations for Sale of IT & Networking Scrap Items

IIM LUCKNOW NOIDA CAMPUS intends to sell the obsolete / condemned IT, computer, networking and electronic scrap items lying at B-1, Sector-62, Noida – 201307 on an "AS IS WHERE IS" basis. Sealed quotations are invited from interested parties. Quotations must be submitted by 20.11.2026 (Friday) up to 5:00 PM. A seven-day submission period is provided.

Schedule of Work

S. No.	Description	Details
(i)	Name of Work	Sale of IT & Networking Scrap Items
(ii)	Date of Inspection of Scrap Material / Pre-Bid Meeting	Mandatory physical inspection: 12.11.2026 to 19.11.2026, between 10:00 AM and 4:30 PM (working days)
(iii)	Last Date of Submission of Quotation	20.11.2026 (Friday) up to 5:00 PM
(iv)	Opening of Quotations	
(v)	Address for Submission of Quotations	IIM Lucknow Noida Campus, B-1, Sector-62, Noida – 201307
(vi)	EMD	₹10,000/- by DD in favour of Director, IIM Lucknow Noida Campus. Valid MSME/Udyam certificate holders are exempt, subject to submission of the certificate with the quotation. All other bidders shall submit ₹10,000/-.
(vii)	Time Period for Completion of Work	Three days after acceptance of the Sale Order

Note: Notice or amendment, if any, shall be hosted on IIM LUCKNOW website: www.iiml.ac.in

Contact Person: In case of any query, you may contact:
Shri Nitin Kumar, Facility Manager, IIML Noida Campus

13/11/26
Head Admin

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(II) TERMS & CONDITIONS

1. Procedure for Submission of Quotation

1.1 The quotations shall be submitted in a sealed cover duly stamped and super-scribed on top of the envelope "Sale of IT & Networking Scrap Material". The quotations can be dropped in the tender Box or the same may be sent through 'Speed Post/Registered Post/By Courier'; however IIM LUCKNOW Noida Campus takes no responsibility for any postal delay. Quotations sent through email/Fax/Telex will not be entertained. Once the RFQ is submitted no withdrawal will be allowed.

1.2 Quotation should be submitted in the prescribed form given at the end of this document. Incomplete quotations shall be rejected summarily.

1.3 No Quotation(s) submitted or received by post after the specified date and time shall be accepted or be eligible for consideration.

1.4 In the event of office remaining closed on the date of opening of the quotations for any unforeseen reason, the quotations shall be received and opened on the next working date.

1.5 Bidder should sign on all the pages of this document.

2. Inspection, Quality & Quantity of Material

2.1 The goods are offered purely on 'AS IS WHERE IS' basis. Pick and choose methods of collection is strictly prohibited.

2.2 The bidder should thoroughly satisfy themselves about the nature, conditions, and quality of the material at the time of inspection.

2.3 The Scrap material is sold on LOT basis. The entire material lying in the lot will have to be lifted by the purchaser so as to clear the entire lot at one time.

2.5 The bidder shall satisfy itself regarding the nature, type, quantity, condition and completeness of all scrap materials during the mandatory inspection. No claim for shortfall, variation, damage, condition or non-suitability of any item shall be entertained after submission of the quotation or completion of the sale.

2.4 Physical inspection of the entire lot is MANDATORY for every bidder before submission of the quotation. The condemned stores/scrap IT items shall be kept open for inspection on working days from 10:00 AM to 4:30 PM during 12.11.2026 to 19.11.2026. The bidder or its duly authorised representative must visit the site, inspect and verify all materials/items included in the lot, and record the firm's name, visitor's name and designation in the Inspection Register. Documentary proof such as an authorisation letter on the firm's letterhead, visiting card, identity card, driving licence, passport or PAN card shall be produced at the time of inspection. Submission of a quotation shall be treated as confirmation that the bidder has personally inspected and verified the entire lot. Quotations from bidders who have not completed the mandatory inspection and signed the Inspection Register may be rejected.

3. Acceptance of Offer

3.1 The Institute reserves the right to accept or reject the highest quotation without assigning any reason and may sell the material to one or more than one Bidder as it may deem fit and no claim/complaint in this regard from the highest bidder will be entertained.

3.2 The successful bidder will be intimated about acceptance of their offer under Registered Post/Telephonically/Email.

3.3 The Bidder should return the duplicate copy of the Sale Order duly signed and stamped as a token of acceptance.

4. Payment Terms

4.1 The successful bidder should remit the sale proceeds (quoted value) in the form of Cash/NEFT/Demand Draft in favor of IIML Noida Campus within 3 days from the date of the Sale Order or earlier as will be specified in the Sale Order.

4.2 In case of default in payment within the time limits specified above, the contract automatically stands cancelled.

4.3 IIML reserves the right to accept or not to accept payment beyond the specified time limit.

5. Lifting Period & Default in Delivery

5.1 Entire Quantity has to be lifted within 3 days strictly as per Delivery Advice, which will be issued by IIML upon realization of the Demand Draft submitted by the successful bidder (buyer). Any delay in taking Delivery of materials beyond the specified period may attract ground rent @ 1% of the reserved price of IIML per day basis or may lead to termination of the Sale Order/Work Order.

5.2 IIML reserves the right to allow or not to allow the buyer to lift the materials with or without the Ground Rent after the expiry of the stipulated delivery period.

5.3 In the event of the material not being lifted by the buyer in its entirety the contract stands automatically cancelled thereby forfeiting the sale proceeds deposited by the bidder.

6. Collection & Disposal/Recycling of Material

6.1 Lifting of all IT, computer, networking and electronic scrap from "as is where is" basis will be the total and complete risk and responsibility of the scrap purchaser only.

6.2 The buyer should follow the procedure of IIML with regard to entry of vehicle, issue of material in force at the time of taking delivery. Cost of segregation/cutting/bundling/loading/unloading/transportation etc. of scrap materials are to be borne by the buyer(s).

6.3 All statutory requirements including environment, health, safety and labour enactments should be strictly followed in respect of persons employed by the buyer(s).

6.4 The buyer shall be solely responsible for proper disposal/recycling of the items by fulfilling the prevalent Environment Laws/compliances, including applicable e-waste management requirements.

6.5 The buyer's representatives, workers, lorry drivers and others will have to strictly observe the working hours and regulations regarding the discipline and security while they are inside the premises of Institute.

6.6 The selected bidder must not indulge in any corrupt or unlawful practice while executing the work. If any such case is reported and established, IIML will have full rights to forfeit the Security Money and cancel the contract.

6.7 The selected bidder will be allowed to take delivery of items during office with prior intimation.

6.8 After completion of payment and formal handover of the scrap materials, the purchaser shall be responsible for their custody, loading, transportation, recycling and lawful disposal. IIM Lucknow,

Noida Campus shall not be responsible for the purchaser's handling or disposal of the materials after such handover, except for responsibilities that cannot be excluded under applicable law.

7. Dispute / Arbitration:

All dispute and difference whatsoever arising between the parties out of or relating to the operation or effect of the contract or on the breach thereof shall be taken as per applicable law. All kinds of legal proceedings in any matter arising out of the Contract shall be subject to the jurisdiction of the appropriate legal court at Lucknow.

8. General Terms & Conditions

8.1 During evaluation of the quotations, IIML may, at its discretion, ask the Bidder for clarification of his/her quotation.

8.2 Incomplete and conditional offers are liable for rejection.

8.3 No bidder shall contact any official of IIM LUCKNOW on any matter relating to his/her quotation from the time of the quotation opening to the time the issue of sale order. All bidders are strongly advised to furnish all material information in the quotation itself.

8.4 IIM LUCKNOW reserves the right to withdraw from Sale the material offered for sale in full or part thereof without assigning any reason whatsoever. IIM LUCKNOW also retains the option to cancel a deal even after issue of Sale Contract / Delivery Advice.

8.5 In the event of any dispute with regard to applicable taxes or any other statutory levies the matter has to be taken up directly with the concerned Authorities by the purchaser.

8.6 Intending bidder may seek for any clarification before bidding, submission of offer implies the Bidder has obtained all clarification required.

8.7 The bidder must sign every page of the General Terms & Conditions and schedules to the RFQ which form an integral part of the RFQ.

8.8 Unless otherwise specified the rates will be considered as basic rates without taxes & duties which will be extra as would be applicable on the date of delivery.

8.9 In all the cases, the rates should be quoted both in words and figures. Any alteration and/or overwriting should be duly authenticated by the Bidder's signature.

8.10 IIM Lucknow shall have the right to withdraw/cancel/issue amend to the RFQ Document to clarify, amend, modify, supplement, or delete any of the condition clauses stated in the RFQ, for which the bidder shall not be entitled to claim any cost, expenses in connection with the submission of the offer.

DECLARATION

I/ we have fully understood the above Terms & Conditions of the RFQ "Sale of IT & Networking Scrap Items" which are returned herewith duly signed by me/us as a token of having accepted the same and I/ We have made our offer keeping in view these Terms & Conditions.

Full Name and Seal

Signature of the Bidder

Place & Date:

(III) FINANCIAL BID FOR THE SALE OF IT & NETWORKING SCRAP MATERIALS

(In Firm's/Company's/Buyer's Letter Head)

From (Company/Firm/Buyer Address)

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To
Head Administration
IIM LUCKNOW Noida Campus

With reference to the above RFQ Notice dated, I/ We.....
(Name and Address of the Firm/ Bidder) offer our rate/price as mentioned below:

Material	Quantity	Rate	Total Amount
Desktop CPU with TFT Monitor	50		
Offline UPS (600 VA)	48		
UPS batteries	16		
Printers	04		
Projectors	03		
Router	02		
Cisco Switches	21		
Server Racks	02		
Access Points	45		

Total Price Offered (in Figures): ₹ .....

(In Words) Rupees .....

The sale of RFQ will be the total highest cost offered by the firm/vendor/proprietor, etc.

Place: _____

Date: _____

Signature of the Bidder with Seal of the Firm/Company