



**All India Institute of Medical Sciences,  
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**AIIMS-BLS/G/Scrap/2026/02**

**Dated: 08/7/2026**

**Notice for Open Auction of scrap material**

All India Institute of Medical Sciences (AIIMS) – Bilaspur, H.P invites the prospective bidders to participate in the Auction for disposal of Cardboard scrap, Plastic & Wooden Scrap, on " AS is WHERE is BASIS ", tentative weight as mentioned in **Annexure –A**. The Auction has been scheduled for **14-July-2026**.

**1. The pre-qualification of the bidders is as under:**

- I. Profile name and full address of the firm.
- II. The bidders should provide the Copy of GST registration.
- III. The bidders should submit the requisite documents duly signed and stamped as sought in **Annexures-B & C**
- IV. **Earnest Money Deposit (EMD) :-**Bidder should submit an Earnest Money Deposit (EMD) of Rs.10,000/- (Rupees Ten Thousand only) in cash on same day at the time of participation and verification of documents in the auction. The EMD of the unsuccessful bidder will be returned on the same day after completion of Auction. If the successful bidder fails to accept the contract, such bidder's earnest money shall be forfeited. **Bidders who fail to submit the Earnest money will not be allowed/eligible to participate in the auction.**
- V. In case of any enquiry, please contact at the following phone No. **9999018619**.

Note: Before participating in the auction, the bidders must verify the eligibility criteria (I to iv) and ensure fulfillment of all the terms and conditions. In the absence of proof of supporting copies of documents/ certificates under eligibility criteria the bidders will not be allowed to participate.

**2. Bid Submission through Auction:**

- I. Bidder should submit the bid in the Auction by presenting physically at the time and date given by AIIMS Bilaspur.
- II. Price should be given in INR figure only.
- III. Prices must be quoted in increments of at least ₹0.50. For example, if the current highest bid for an item is ₹12.00, the next valid bid must be at least ₹12.50, and so on.
- IV. Bidders are requested to submit all the required documents along with EMD on Dated: **14 July 2026 at 11:00 AM** in the Procurement Section, 2<sup>nd</sup> floor, Admin Block, AIIMS Bilaspur (H.P)-174001 for verification before the start of open auction.

## INSTRUCTION TO BIDDER (ITB)

- A. **Pre-bid Inspection:** The prospective bidders are advised to get familiarized themselves with the site, type of scrap item, its quantity etc. by carrying out of physical inspection of the scrap item. The bidders those who are interested are requested to carry out pre bid inspection of the aforesaid scrap and its quantity lying at the premises of AIIMS Bilaspur H.P. For which the bidder may approach Procurement Section, Admin block , 2<sup>nd</sup> floor, AIIMS Bilaspur H.P. .No correspondence/ excuses in respect of the items to be scraped ,its conditions ,tentative quantity etc. shall be entertained at a later stage.
- B. AIIMS Bilaspur (H.P) reserves the right to accept/reject the offers or cancel the whole Auction proceedings without assigning any reason whatsoever.
- C. Open auction will be done for all items as specified in Annexure A.
- D. The joint Inspection of weighing of the scrap items shall be arranged by the successful vendor at no extra cost to AIIMS Bilaspur H.P. The weighing shall be carried out at a suitable/nearest/convenient location to AIIMS Bilaspur H.P. and the weighing measurement will be recorded in presence of AIIMS Bilaspur H.P. representatives. It must be ensured that the weighing mechanism shall have proper and valid calibration and relevant certificate issued by the concerned authority.
- E. The weighing measurements shall be jointly signed by both AIIMS Bilaspur as well as successful bidder authorized representatives. The original weighment documents shall be handed over to AIIMS Bilaspur and a copy shall be kept with the successful bidder. The actual quantity of the scrap materials and dependent actions thereon shall be carried out based on this joint measurement and the same will be considered as a documentary proof for certification of the work.
- F. In the event if actual weighed quantity shall observe higher than the tentative quantity indicated in the bid, the difference shall be required to paid by the **H1** successful bidder based on the actual quantity.
- G. Any attempt of direct or indirect negotiations on the part of the bidder with the authority to whom the bid has been submitted or authority who is competent to finally accept/reject the same after the Auction has been submitted or any endeavor to secure any interest for an actual or prospective bidder or to influence by any means, the acceptance of a particular Auction will render the Auction liable to be rejected.
- H. **Payment:** The successful bidder will have to make 100% payment (including GST, if any) through '**Bank Draft/NEFT/UPI/Net banking**' in favor of "**All India Institute of Medical Sciences** " payable at "**Bilaspur, Himachal Pradesh**" to **Bank account No. 41512727609, IFSC-SBIN0063972 at the time of lifting the material.**
- I. The auction will be awarded to the bidder who bids the highest rate in auction for various items as per **Annexure -A**
- J. The successful bidder, will lift the scrap **within 10 days of award of contract** issued by AIIMS **and ensure 100% payment.**
- K. If the H1 bidder fails to lift the material within the given time as per contract order than order will be cancelled and offer will be given to H2 bidder after the

price match of H1 bidder.

- L. No damage shall be caused to the existing property of the office or any other offices in the premises while removing the materials from the site. Any loss/damage to the property of this office or any other offices in the premises or injury or personal accident suffered by any person due to negligence or action of the successful bidder or his authorized worker/ supervisor will be borne by successful bidder and they will be identified.
- M. Goods/material will be removed under the supervision of designated officers of this office. Material will have to be removed within the time stipulated in acceptance letter. No extension of time will be given under ordinary circumstances. However, extension of time may be granted provided convincing the satisfactory reasons for such delay is given in writing by the successful bidder. Delay, beyond the stipulated time, may entail cancellation of the award/order.
- N. All the charges i.e. loading, unloading and transportation to be incurred in course of lifting of item from the designated place shall be borne by the successful bidder.
- O. The AIIMS Bilaspur reserves the right to accept or reject any or all the offers ofe-Auctions without assigning reasons thereof.
- P. In case of any dispute, the decision of the Executive Director, AIIMS Bilaspur, shall be final and binding on all parties.
- Q. **Bidders must submit a bid for every item in the auction to ensure a single vendor is awarded the contract for scrap removal. Any bid that does not include all items will be rejected.**



Faculty In-Charge  
(Procurement)  
AIIMS Bilaspur H.P.

Annexure: A

Sr.No.	Scrap Material	Tentative Weight
1.	Cardboard (Gatta) Scrap	10,000 Kg
2.	Plastic (Bottle, Can, Plastic Wrapping sheet etc.)	500 Kg
3.	Wooden Scrap( Fresh )	100 Kg
4.	Wooden Scrap( Rotten)	2000 Kg
5.	Thermocol	50 Kg

**Reference Pictures of the proposed disposable scrap: -**

1)Wooden scrap(Fresh) 2) Wooden scrap(Rotten)



3) Plastic scrap



4) Cardboard scrap



## ANNEXURE- B

- i. Name of the Bidding Firm/ Agency/Company: \_\_\_\_\_.
- ii. GST no. of the Bidding Firm/ Agency/Company:\_\_\_\_\_.
- iii. Address of the Bidding Firm/ Agency/Company: \_\_\_\_\_.
- iv. Contact Details of Bidding Firm/ Agency/Company:
  1. Tel No. with STD(O)\_\_\_
  2. Mobile Number\_\_\_\_\_
  3. E-mail\_\_\_\_\_
- v. Name of Proprieter/Partners/Directors of the Firm/Agency:\_\_\_\_\_.  
(Attach Copy of PAN Card or Adhar Card or Voter ID card).
- vi. Permanent Account Number (PAN):\_\_\_\_\_.  
(Attach copy of PAN Card)
- vii. Enclose a copy of Terms & Conditions (Annexure-A) duly signed by owner/Proprietor or authorized signatory of the Bidding Firm/Agency/Company/with seal of the Firm/Agency/Company in acceptance of same: Yes/No
- viii. Details of the authorized person to attend the bids opening meeting (attached authorization letter as per Annexure-F): Yes/No

### Undertaking

- ix. I/We shall abide by auction (including all documents like annexures etc.) Terms and conditions/Clauses contained therein.
- x. The corrigendum(s) issued from time to time by AIIMS, Bilaspur (H.P) too have also been taken into consideration, while submitting this bid.
- xi. I/We hereby unconditionally accept the Auction Conditions of the Auction Documents/Corrigendum(s) in totality/entirely.
- xii. I/We here certify that all information furnished is true and correct and in the event that the information is found to be incorrect/untrue or found violated, then AIIMS, Bilaspur (H.P) shall without giving any notice or reason thereof or summarily reject the Bid or terminate the Contract, without prejudice to any other rights or remedy including the forfeiture of the full said Earnest Money Deposit absolutely.

Signature of Owner/ Proprietor/Authorized  
Signatory of the Firm/ Agency/Company with seal

**ANNEXURE – C**

**LETTER OF AUTHORISATION FOR ATTENDING THE AUCTION**

Subject: Authorization letter for attending the Auction in respect of Auction of scrap material at AIIMS Bilaspur H.P.

Following person is hereby authorized to attend the Auctionnder mentioned above on behalf of (Bidder): -

Name of Bidder/Firm

Specimen Signature

Alternative Representative Name

Specimen Signature

Note:

1. Only one representative is permitted to attend the opening of Bids.  
Alternative representative will be permitted when regular representative is not able to attend.
2. Permission for entry in the premises of the AIIMS Bilaspur H.P and in the room where Bids are to be opened may be refused in case authorization as prescribed above is not received.

Name and Signature of the owner/ proprietor  
/ of firm/agency/company with seal.