



**Govt. of India**

**Ministry of Finance**

**O/o The INCOME TAX OFFICER,**

**Chamunda Complex, Dari Road, Dharamshala**

**Distt. Kangra (H.P.) PIN 176057 Phone/FAX : 01892-222216/222210**

F.No. ITO/DMA/2021-22/ 384

Dated:-10.11.2021

To

The Dy. Commissioner of Income Tax,  
Admin. HQ, Aayakar Bhawan,  
Chandigarh

Respected Sir,

**Sub: Scrap Auction Notice special Drive for Weeding out of old Records/Files, Disposal of Waste material, Disposal of Newspaper waster, Old/Written off books, Disposal of E- waste etc.- regarding-**

Kindly refer to the subject cited above.

2. in this regard, it is submitted that a Scrap Auction Notice and other relevant documents for special drive for Weeding out of old Records/Files, Disposal of Waste material, Disposal of Newspaper waste, Old/Written off books, Disposal of E- waste etc. has been launched by this office. Under this drive the some old Records/Files, Waste material, Newspaper waste etc. have been found for weeding out. The scrap auction notice alongwith other relevant documents are being forwarded to your goodself for publishing of documents on NWR, website.

Yours faithfully,

**(Santosh Kumar Gupta)**  
Income tax Officer,  
Dharamshala (H.P.)

Encl: As Above



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### **Scrap Auction Notice**

The Office of the Income Tax Office, Dharamshala (H.P.) will be disposing of old scraps/articles of office in public auction (through sealed bids to be opened in the presence of bidders who wish to be present). In One Lot and "As is where is Basis" on 15.11.2021 at 11:30 AM.

Complete details of articles/items to be auctioned and terms and conditions are annexed hereto and also placed on notice board of Income Tax Office, Dharamshala (H.P.)

Last date & time for submission of bid: **15.11.2021 by 11:00 AM**

Date & Time of opening of bid: **15.11.2021 at 11:30 AM**

  
**(Santosh Kumar Gupta)**  
Income Tax Officer,  
Dharamshala (H.P.)



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F.No. ITO/DMA/2021-22/ 384 Dated:-10.11.2021

The following scrap/old articles of O/o Income Tax Office, Dharamshala (H.P) will be disposed of "As is Where is Basis (Lot wise)" through Public auction (through sealed bids to be opened in the presence of bidders who wish to be Present) on 15.11.2021 at 11:00AM in the Income Tax Office, Dharamshala (H.P). The terms and condition and details of items to be auctioned are given below:-

Sr. No.	Name of Scrap/old Article	Quantity
1.	Old Printer (Ribben Printer)	1
2.	Old UPS	2
3.	Old Telephone	1
4.	Paper Scrap	650Kg.

Note: The quantity of above items is subject to revision.

**Terms and conditions**

1. The intending bidders have to deposit EMD of Rs. 1000/- (Rupees one thousand only) by way of Demand Draft/ Banker's Cheque payable at State Bank of India, Shimla in favour of "ZAO, CBDT" payable at Shimla before participating in the auction. No interest will be payable on EMD.
2. The intending bidder have to deposit application fee of Rs. 200/- (Non Refundable) by the way of demand Draft/Bankers cheque payable at State Bank of India, Shimla in favour of "ZAO, CBDT" payable at Shimla before participating in the auction.
3. After inspection of items bidder should quote a price or an amount which he is ready to pay for the scraps offered for sale in a sealed bid.
4. Bid should be signed by bidder(s) himself/themselves or a person duly authorized in his behalf. A copy of such authority should be enclosed along with the bid.
5. Bid forms are not transferable.
6. The EMD of unsuccessful bidders will be refunded.

7. Bidder(s) can inspect the articles/items between 10:30AM to 16:00 PM, at Income Tax Office, Dharamshala on 11 & 12 November 2021 in regard to the conditions, quality etc. of the articles/items and satisfy themselves before submitting their offer by the date and time specified.
8. Any tax, if leviable, shall be paid by the successful bidder.
9. All articles/ items will be sold on "AS IS WHERE IS BASIS" (Both lot wise and item wise) bidder will be deemed to have been on the clean understanding that they have satisfied themselves full in regard to the conditions, quality and quality of the articles/ items proposed to be auctioned.
10. The successful bidder will be required to make full payment of bid by way of submitting a Demand Draft/ Banker's Cheque payable at Dharamshala by 2:00 PM on 16.11.2021, after the finalization of the bid. The demand Draft/ Banker's Cheque is to be submitted to the O/o Income Tax Officer, Ward Dharamshala (H.P.).
11. The successful bidder will have to lift the articles/ items at his own cost, risk and arrangement by 6:00 PM on 17.11.2021 after depositing the full amount of payment of the bid otherwise the EMD will be confiscated.
12. The successful bidder will not be entitled to resell any of the articles/items while they are still lying within the premises of this office and no delivery would be effected by this office to any person or person(s) other than the bidder whose name/ names are mentioned in the order.
13. The condemned items/articles will be sold in one lot. The bidders shall quote the rate for one lot i.e. after totaling the lot wise and item wise list of the articles enclosed alongwith this tender document.
14. The bidder who has quoted maximum price, subject to the condition that it should be more than the reserve price fixed by this office, shall be considered as successful bidder.
15. Income tax employees and their families are not allowed to participate in the auction.
16. Sealed Envelopes should contain the tender form, application fee IIMD and the cover should be super scribed as "Tender for Disposal of Scrap items/ articles of the O/o Income Tax Office, Dharamshala and dropped in person in the tender box on or before 15.11.2021 till 11:00 AM, kept for the purpose in Income Tax Office, Dharamshala during the working hours only. This office shall not be responsible for any delay.
17. The tender received without Tender Fee/EMD amount by way of DD or Bankers Cheque payable at ZAO, CBDT payable at Shimla will not be considered at all.
18. No bid shall be accepted after the due date and time. If the due date happens to be a holiday the bid due date will be next working day at the same time notified as above.
19. Bids will be opened 15.11.2021 at 11:30 AM. If the opening date happens to be a holiday the bid shall be opened in the next working day of the same time in the Income Tax Office, Dharamshala (H.P.).

20. The auction shall be subject to the Indian laws and jurisdiction of the Courts located in Shimla.
21. The undersigned reserves the right to postpone the date of opening or accept or reject any or all the bids without assigning any reason at any stage.



**(Santosh Kumar Gupta)**  
Income Tax Officer,  
Dharamshala (H.P.)

**FORMAT OF BID****(A) Particulars of Bidder**

Sr. No.	Particulars	Details
1.	Name of Vendor	
2.	Full Address of Vendor	
3.	Contact No.	
4.	PAN No.	

**(B) Finance/Price Bid:**

Sr. No.	Name of Scrap/old Article	Quantity	Offered Price (Rs.)
1.	Printer	1	
2.	Old UPS	2	
3.	Telephone	1	
4.	Paper Scrap	650Kg.	
Total Price Offered for all items from Sl. 1 to 30			Rs.
Add: Applicable GST, if any			Rs.
Grand Total including GST			Rs.

**Signature:**

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**Name of Authorised Signatory:**

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**Seal/Stamp:**

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