



**GOVERNMENT OF MEGHALAYA
OFFICE OF THE SENIOR DAIRY OFFICER,
CENTRAL DAIRY MAWIONG,
EAST KHASI HILLS DISTRICT, SHILLONG-793016.**

Email: senior.dairy.officer.shillong@gmail.com

No.SDEkh/Misc-2/14/2024-25/ 654

Dated: Shillong the, 18th October, 2024.

SHORT NOTICE INVITING QUOTATION

The office of the Senior Dairy Officer, East Khasi Hills District, Meghalaya, Shillong intends to dispose of old scrap materials (obsolete/unserviceable equipments) on “as is where is” basis located at its Office premises, Central Dairy, Mawiong, Shillong- 793016.

Sealed tender affixing court fee stamp of ₹. 25/- (Rupees:- Twenty Five) only are invited from the registered scrap dealers for sale of old scrap materials (obsolete/unserviceable equipments) as per details given in **Annexure-I** and maybe submitted in the proforma prescribed at **Annexure-II**.

Details for inspection and tender accepting are as under:

1.	Date & Time for inspection of items	All working days between 23/10/24 to 28/10/24 between 11.00 A.M to 04.00 P.M.
2.	Place of acceptance of tender	Drop box located in the Office Chamber of the Senior Dairy Officer, Central Dairy, Mawiong, Shillong- 793016.
3.	Last date & time for acceptance of tender	29.10.2024 at 2:00 P.M.
4.	Date, time & Venue for opening of tender in the presence of the bidders or their authorized representative.	29/10/24 at 3:00 P.M, Office Chamber of the Senior Dairy Officer, Central Dairy, Mawiong, Shillong- 793016.

GENERAL TERMS AND CONDITIONS

1. INSPECTION :

- 1.1 Bidders may inspect old scrap materials on the stipulated date and time scheduled above.
- 1.2 Bidders should thoroughly satisfy themselves about the nature, conditions and quality of the old scrap material at the time of inspection as the items conditions are on “**AS IS WHERE IS**” basis.

2. MODE OF SUBMISSION OF TENDER :

- 2.1 Sealed envelope super subscribed (TENDER FOR SALE OF OLD SCRAP MATERIALS (OBSOLETE/UNSERVICEABLE EQUIPMENTS) should be addressed to the Senior Dairy Officer, East Khasi Hills District, Shillong- 793016.
- 2.2 Sealed documents should be dropped in the drop box kept in the Office of the Senior Dairy Officer, Central Dairy, Mawiong, Shillong- 793016, prior to the closing date and time. Once the tender is submitted no withdrawal will be allowed.
- 2.3 The financial bid (Annexure-II) shall be written legibly and free from erasing and over-writing. Corrections, if any, should be duly attested by the authorized signatory. Rates should be written both in words and in figures.