**Bid Document**

**For Auction**

**(Office vehicle used Tyres)**



**Requested by:**

Druk Holding and Investments Limited,

P.O Box 1127, BOBL new building, Norzin Lam, Thimphu, Bhutan

Tele# +975-2-336257/58, Fax# +975-2336259

Website: [www.dhi.bt](http://www.dhi.bt)

**NIQ No.: DHI/Procurement-03/2020/ July 01st, 2020**

**Auction Notice**

The Druk Holding and Investments Limited. (DHI) would like to dispose used vehicle tyres through sealed bid.

Interested firms/individuals may kindly visit the website **www.tender.b**t for vendor registration and to submit the bid online.

The EMD amount must be submitted physically to DHI office before the tender submission date. In case of failure, the respective firm will not be considered.

The user manual for vendor registration and bidding process is available on the website [www.tender.bt](http://www.tender.bt) or else can be downloaded from following links:

1. User manual for vendor registration
2. User manual for Bidding process

Interested firms may obtain further information at the address below during office hours [9am to 5pm].

Bid must be submitted online by **15th July, 2020 before 12 noon.**

Druk Holding and Investments Ltd., (DHI)

Attn: Procurement Unit,

BOBL new building, Norzin Lam, Thimphu

Tel: *[+975-2-336257/8],* Fax: *[+975-2-336259]*

1. **The scope of offer**
   1. Druk Holding & Investments Limited will dispose vehicle tyres on “As is Where Basis” through sealed bids.
   2. The vehicle tyres are currently located at DHI Office Complex, Motithang.
2. **Inspection**
   1. The intending bidders are requested to inspect the items with prior appointment with the concerned dealing person of DHI, Ms. Sonam Yangkey with effect from 1st July 2020**.**
   2. It shall be assumed that the interested bidders bidding for the used tyres have inspected the said items at their own cost before bidding and the bids offered is at their own judgment. The items offered are as per the Price Schedule (Annexure-I) and it shall be assumed that the bidders have crossed checked the items reflected in price schedule with the items available at the site.
3. **Item Conditions** 
   1. The item description given is based on the best available information, but DHI makes no guaranty, warranty, or representation expressed or implied as to the quantity, kind, character, size, quality, weight or description of any property, or its fitness for any use or purpose and no claim shall be considered for allowance or adjustment or for rescission of the sale based on the failure to inspect the property. All property is offered for sale to the highest bidder - "**as is - where is".**
   2. Therefore, the bidders are requested to inspect the equipment as the location specified at the clause 1.2 above on the specified date and time.
4. **Bid Security** 
   1. Bid Security is not required.
5. **Bid Submission and Opening** 
   1. Bids must be submitted on **15th July, 2020 before 12 noon**. Bids will be opened at 2:00 pm in DHI Office on the published opening date and time.
   2. Bids will be opened in presence of the bidders.
   3. Bid should be submitted as per the attached formats (**Annexure-1**) and the quoted prices should be Bhutanese Ngultrum.
   4. Bid submission address is, **The Associate Director, Corporate Service Division, Druk Holding & Investments Ltd., Norzin Lam, Thimphu** Bhutan.
   5. The outer envelope should be marked as “Sealed Auction Bid for used Tyres”. Opening date and time should be also specified on the envelope.
   6. Your signed bid form is a legal binding contract to purchase. All bids must be legible, made on the bid form provided, and signed in ink.
   7. This bid expressly limits acceptance to the terms and conditions stated herein. All additional and/or different terms proposed by the bidder are objected to and hereby rejected.
   8. Any incomplete bids, or unsigned bid forms or altered bids will not be accepted.
   9. Bids submitted shall be for acceptance within thirty (30) working days or as may be further extended by DHI. Bid awards are normally made within seven (7) working days of opening.
6. **Evaluation and Award of the Bids** 
   1. Evaluation will be carried out Lot and contract will be awarded to the bidders offering highest total bid price for the Lot.
   2. Acceptance and award will be made to the bidders offering highest price.
   3. If you are awarded the high bid(s), you must take everything in the Lot(s). If you renege on your obligation to pick-up your winning Lot(s), you will not be allowed to participate in any future surplus sales for a period of one (1) -year.
7. **Payment and Removal of Property**
   1. Payment must be made in full prior to release of property.
   2. Payment must be made in Demand Draft/ Cash Warrant or cash will be accepted for exact amount of the invoice.
   3. All cheque or Demand Draft or Cash Warrant is to be made payable to: **Druk Holding and Investments Limited, Thimphu.**
   4. The highest bidder whose bid will be accepted by the sale committee will have to take delivery of the item at their own cost within 7 (seven) days from the date of the sale against full payment of auctioned value. Failure to do so will result in the forfeiture of the deposit and the item being deposited in the next sale.
   5. All removal costs as well as loading and removal of material(s) are the sole responsibility of the purchaser.
   6. The successful bidder must remove all items during regular working hours to the satisfaction of the agency concerned.
   7. Bidders failing to comply with the Terms of Payment and Removal, above, may be removed from the bidders list. In addition, future bids from those bidders not in compliance with Terms and this office herein will not accept Conditions state for a period of one (1) year.
   8. The successful bidder shall be liable to pay all taxes and duties applicable in the Kingdom of Bhutan with regard to transfer of the properties.
   9. DHI will also not be responsible for any items that have been paid for, but not lifted within ten (10) days, from the date of the sale.
8. **Disputes and Complaints** 
   1. DHI shall not entertain any disputes with regard to the items/equipment etc once the auction process is complete.
   2. DHI shall not be responsible for any bid price disputes one the auction process is completed and award is made.
   3. In the event of any disputes arising during the auction process with regard to procedures on the day of auction, the decision of DHI’s Auction Committee shall be final and binding.
9. **DHI’s right to Accept/Reject and Add/Withdraw** 
   1. DHI shall reserve the right to re-auction if the price is not acceptable.
   2. DHI reserves the right to accept or reject any and/or all bids in the best interest of DHI.
   3. DHI reserves the right to add and/or withdraw items from the sealed bid list at any time.
   4. The auction committee reserves the right to accept the bid on the spot or at any subsequent date.
10. **Authority to Debar or Suspend**

Reasons for debarment or suspension from participation in future sealed bids include, but are not limited to the following reasons:

* 1. Failure to pay for all items awarded.
  2. Failure to remove all items awarded and paid for from DHI property within the time allowed.
  3. Deliberate failure without good cause to perform in accordance with specifications or within the time limit provided in the contract.
  4. Any person caught in the act of stealing state property will no longer be allowed to participate in any DHI sale(s).
  5. Any other cause DHI determines to be serious and compelling as to affect responsibility as a state agency.

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|  |  |  |  |  |  | **Annexure -1** |
| **Price Schedule Form** | | | | | | |
|  |  |  |  |  |  |  |
| **Lots No** | **Description** | **Unit** | **Qty** | **Rate (Nu.)** | **Amt (Nu.)** | **Conditions** |
| **Vehicle Tyres** | | | | |  |  |
| 1 | Tyres | Nos | 53 |  |  |

**Annexure II: Bidder Form**

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| Name of the Bidder/Firm | CID Number/Business License Number | Address |
|  |  | Dzongkhag:  Gewog:  Village: |
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Please enclose your CID/Business License

(Affix legal stamp)

Signature