



BID APPLICATION FOR PURCHASE OF CAR

	Make	
	Model	
	Deadline Date for submission of Bid	September 19, 2017 till 10:00 AM
	Pay Order/Demand Draft No. Earnest Money (Rs.20,000) (No cash acceptable)	
	Name of the Bidder	
	Address	
	Telephone /Mobile Number	
	CNIC of the bidder (Attach a copy)	
	Purchase Price Offered (In Figure) (Exclusive of Income Tax)	Rs.
	Price (In Words)	

All the terms and conditions mentioned below have been carefully read and understood and are hereby unconditionally accepted and it is declared that:

I agree that the decision of committee(s) in selection will be final and binding to me.

Signature of the bidder _____
Date

Terms and Conditions

1. The vehicles can be inspected from 13/09/2017 (Wednesday) to 14/09/2017 (Thursday) between 10:00 am to 4:00 pm at the above premises on the working days.
2. Earnest Money of Rs. 20,000/- for each vehicle, and Rs. 2,000/- for motorbike, in shape of Pay Order/Bank Draft in favor of COMSATS Secretariat, Islamabad shall have to be attached by the prospective bidders for participation in the bidding, which will be refunded after bid opening to unsuccessful bidders. Bids with earnest money below Rs. 20,000/- (for each vehicle) and Rs. 2,000/- (for motorbike) will be rejected.
3. The highest bidder will have to deposit 25% of the bid price in cash at the spot. In case the highest bidder fails to deposit this amount on the spot, his Earnest Money will be forfeited. COMSATS may then allow the second highest bidder to deposit 25% of the bid price at the spot in COMSATS Bank Account.
4. The remaining 75% amount MUST be deposited in COMSATS account within 2 Working Days.
5. Delivery to be taken within 02 working days after complete payment at bidder's own cost and management.
6. All the vehicles are un-registered. It shall be responsibility of successful bidder to get the vehicle registered in Excise and Taxation department.
7. COMSATS reserves the right to hold the vehicle over until the next auction if an acceptable bid is not offered. In case of identification of collusion, among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non- competitive levels and to deprive COMSATS of the benefits of free and open competition, would lead to rejection of all bids and forfeiture of Earnest Money.
8. COMSATS is held harmless from any and all claims and losses, accruing from or resulting to any and all bidders, materials, laborers and any other persons, in connection with the performance of this public auction.
9. Sealed bids (Separate Envelope for each vehicle) have to be submitted ONLY on the prescribed Proforma which can be obtained by the interested bidders from the office of the undersigned and also can be downloaded from www.comsats.org.
9. Bids MUST be submitted to office of undersigned, 2nd Floor, COMSATS Secretariat Building, G-5/2, Islamabad latest by 19th September 2017 (Tuesday) by 1000 hours (Sharp). Bids will be opened at 11:30 am same day.
10. A maximum of two representatives per Vehicle will be allowed to attend the tender opening.
11. NO BID SHALL BE ACCEPTED / ENTERTAINED AFTER 11:00 am.
12. COMSATS reserves the right to accept or reject any offer at any stage. Non-Responsive bid shall be rejected.
13. The bid will have to be submitted exclusive of Income Tax (Advance tax). All Government taxes will be applicable and recovered as per rules.