



ZONAL OFFICE - CHENNAI NORTH
PREMISES & EXPENDITURE
DEPARTMENT

INDIAN BANK BUILDING
5TH FLOOR, NO.66 RAJAJI SALAI
CHENNAI – 600 001
Ph : 044-25226300

TENDER FOR PURCHASE OF CAR

Submitted by Mr/Mrs/Miss/Messrs _____

Full name and address

1. I, Mr./Mrs./Miss. _____
We/Messrs _____
(hereinafter called as the tenderer) **have read the terms and conditions on the basis of which** the vehicle , the full description of which is given in this tender, is offered for sale. In token of my / our acceptance of the terms and conditions, **enclosed herewith the signed terms & conditions as per Tender.**
2. I / We hereby make the tender (offer) for the purchase of the vehicle at the price quoted below and agree to hold this offer open for your acceptance and if successful, agree to take delivery of the vehicle in accordance with the time schedule to be intimated by you.
3. Bank Draft No. _____ dated _____ drawn by _____ (Branch) of _____ (Bank) at _____ (City) for Rs.5,000/- (Rupees Five Thousand only) favouring INDIAN BANK, ZONAL OFFICE, CHENNAI NORTH is enclosed as Earnest Money Deposit for the due performance of the tender.
4. I / We shall not revoke the offer contained in this tender and shall not require Indian Bank to modify the terms and conditions.
5. In case, I/ We shall fail to observe and comply with the terms and conditions, the EMD shall be forfeited by Indian Bank and that Indian Bank shall also be entitled to recover damages from me for breach of contract.
6. In case of any dispute or difference arising, I / We shall abide by the decision of the Zonal Manager, Indian Bank Zonal Office, Chennai North or of any other executive of the Zonal Office, Chennai North.

SIGNATURE OF THE TENDERER

DESCRIPTION OF CAR AND TENDER

REGN NO. _____

MAKE / MODEL:

VEHICLE PRICING as below :

Description of items	Amount (Rs.)	GST as applicable % (Rs.)	Total Amount (Rs.)
	A	B	C = A + B
Car Regn No			

TENDER AMOUNT (in words) Rupees _____

TENDER AMOUNT (in figures) Rs. _____

Dated this _____ day of _____ 2017

SIGNATURE OF THE WITNESS

SIGNATURE OF THE TENDERER

NAME _____

NAME _____

ADDRESS _____

ADDRESS _____

MOBILE NO. _____

PHONE NO. _____

E-MAIL: _____

SIGNATURE OF THE TENDERER

TERMS AND CONDITIONS

1. Tender should be filled only in the Tender Forms prescribed by the Bank and the same can be obtained can be downloaded from our Bank website : www.indianbank.in.
2. If the tender is submitted by a person other than individual, the details relating to constitution must be specified.
3. If the tender is submitted through Power of Attorney Holder or authorized Representative, proof of authorization should be enclosed.
4. In respect of each vehicle, separate tender shall be submitted.
5. Along with each tender, Earnest Money Deposit (EMD) of Rs. 5,000/- (Rupees Five Thousand only) shall be remitted by means of Demand Draft favouring Indian Bank, Zonal Office, Chennai North. The Demand Draft shall not be dated earlier than the tender notice and shall be payable in Chennai only. Money Orders / Cash / Postal Orders / Bank Guarantees / Cheques etc. shall not be accepted in lieu of Demand Draft. Also, cost for Tender application form of Rs.100/- (non refundable) shall be remitted by way of Demand Draft favouring Indian Bank, Zonal Office, Chennai North payable at Chennai.
6. Tenders complete in all respects should be enclosed in a sealed cover superscribed thereon as "TENDER FOR CAR SUBMITTED IN RESPONSE TO SALE NOTICE DATED 29/08/2017 FOR VEHICLE REGN. NO. TN 04 AF 1365". Sealed Tenders can be deposited in the Tender Box kept at Indian Bank, Zonal Office Chennai North, 5th floor, No.66, Rajaji Salai, Chennai – 600 001.
7. Last date for submission of tender / bids is 13.09.2017 up to 3.00 pm. The tenders/ bids will be opened on 13.09.2017 at 3.30 pm at Indian Bank, Zonal Office Chennai North, Premises & Expenditure Department, 5th floor, No.66, Rajaji Salai, Chennai – 600 001.
8. Bank reserves the right to reject any or all the tenders without assigning any reasons thereof, Bank reserves the right at its discretion to call for fresh set of tenders or to sell the vehicle by public auction or to withdraw the vehicle from sale.
9. If the tender is accepted, the same will be intimated to the successful tenderer. The EMD Deposited by him/them shall be held as Security Deposit for due performance of the contract.
10. Successful tenderers will be required to deposit the full amount of the tender less amount of EMD deposited along with that particular tender within 10 days or on or before the date and time specified in the letter / fax intimating acceptance of tender. Upon deposit of the full amount as aforesaid and upon production of the intimation letters, the tenderer shall take delivery of the vehicle. Failure to deposit the balance within the time specified shall be construed as breach and the earnest money deposit will be forfeited without prejudice to Bank's right to claim damage for breach of contract and expenses of resale of the vehicle without further notice, at his risk and cost.

SIGNATURE OF THE TENDERER

11. No extension for making the payment after the period, as stipulated in Para (10) above will be granted and the successful tenderer will not be allowed to make part payments. However Indian Bank may, in its sole discretion, entertain and consider request for extension of time for not more than 10 days for making payment provided:-
- (a) The request has been made in writing and duly signed by the successful bidder himself.
 - (b) The request has been received before the specified time limit for making the payment.
 - (c) The request is accompanied with an additional deposit of 15% of the total bid amount. This additional deposit will be liable for forfeiture along with earnest money already deposited if the balance amount is not paid and the vehicle is not taken delivery within the extended period of time which shall not, in any case exceeds 10 days without prejudice to Bank's right to claim damages for breach of contract and expenses of resale of the vehicle without further notice.
 - (d) Interest at the rate of 18% for the balance amount and garage charges at the rate of Rs.100/- per day from the date of original time allowed till the date of taking delivery of the vehicle shall be payable by the successful bidder.
12. Subject to condition no. 13 hereunder earnest money deposit given by the tenderers shall be returned to them either in person or by post within a reasonable time
13. If for any reason, the Bank considers the question of accepting the offer of the second highest tenderer at the highest bidder price, the earnest money deposit made by him / them shall be with held and if the Bank finally decides to accept the offer of the second highest tenderer, the same shall be intimated to him. The terms and conditions regarding forfeiture, deposit of balance amount etc. would be applicable to second highest tenderer also.
14. Indian Bank does not give any warranty as to the description, condition or accuracy of details regarding the vehicle given in the schedule and vehicle is sold on "as is where is" basis and "as is what is" basis. The tenderer shall be deemed to have satisfied himself on these points including the vehicle offered for sale. No sale shall be invalidated by reasons of any error or default in description thereof in THE SCHEDULE HERE TO AND NO COMPENSATION SHALL BE PAYABLE IN RESPECT OF ANY SUCH DEFAULT OR ERROR OR MISDESCRIPTION.
15. **Obtention of 'NOC' form from other states RTOs, for vehicles with other state registration and re-registration of such cars in other states is the responsibility of the buyer only. (This shall be applicable for Tamilnadu registration also incase if Bank has already obtained NOC)**
16. THE TENDERER SHALL HAVE TO VERIFY THE TAX PAID. INSURANCE COVER ETC. from the documents of each vehicle available at the above address before submitting the tender. No further claims shall be entertained in this regard after the tender opening.

SIGNATURE OF THE TENDERER

17. Tender once submitted cannot be withdrawn on any account.
18. The delivery of the vehicle shall be given ex-garage to the tenderer / or his / their duly authorized representative whose signature must be attested by the tenderer. The driver, etc, will have to be arranged by the tenderer himself. The removal of the vehicle will have to be completed within 10 days from the date of issue of sale release order failing which additional charges for garaging and other costs will become payable.
19. The amounts in the tender forms are recommended to be filled both in words and in figures failing which the tender may be rejected. All corrections may be attested with date of such corrections. COMPLETE ADDRESS with TELEPHONE / CELL numbers OF THE TENDERER MUST BE GIVEN IN BLOCK LETTERS.
20. **The vehicle will be transferred in the name of the tenderer only. For name transfer the Bank will give 10 days from the Date of Sale Receipt. After showing the name transfer in favour of tenderer the vehicle will be delivered. In case, the tenderer fails to produce the same within the stipulated period the extra charges will be applicable as Rs. 100 per day towards Garage charges.**
21. Documentary proof of identity and address (preferably Xerox copies of voter's ID card/ driving licence/ / BSNL telephone bill / Aadhaar Card or any other document accepted under KYC norms) should be submitted along with the tender form. If no such proof of identity/ address is provided, the bid shall be considered null and void.
22. In token of the tenderer having read, understood and accepted the terms and conditions, the tenderer should sign below and enclose the same along with the tender, if not, the tender will be rejected on that grounds.
23. The successful bidder has to bring the sale letter and other R.T.O. forms.
24. Tenders without EMD and Tender application fee will be summarily rejected.

Tenderer participation is desirable at the time of opening of tenders. However, if representatives do not turn up at the appointed time and date, the tenders will be opened in their absence.

SIGNATURE OF THE TENDERER