



No.: SVSU/2026/GB/E-8252/664

Dated: 27.01.2026

## NOTICE INVITING QUOTATION (Auction)

Sealed quotations are invited on or before 02.02.2026 up to 05:00 PM from scrap dealers / Kabariwalas / individuals for the auction of old materials.

The bidders are required to quote their maximum rates along with complete terms and conditions regarding validity of rates, delivery period, applicable taxes, etc.

### Details of Scrap Items

Old and Unused Materials, Transit Office Gurugram		
S.No.	Description of Items	Quantity
1	Banner Standees	6
2	Wall Mounted Dispensor	4
3	Old Mask	300 Kg Approx.
4	Dust Controllar	1
5	Water Bottles (20L)	5
6	Old Magazines	100 Kg Approx.
7	Old Broken Wiper	20
8	Old Broken Dustbin	6
9	Old Bench-Table	2
10	Old Broken Plastic Chair	11
11	Old Broken Office Chair	4
12	Old Trophies	8
13	Big Iron Frame	1
14	Old Big Rope	1
15	Old Cooler(3 Plastic,2 Iron)	5
16	Old Pressure Pump	1
17	Broken Wall Standing Fan	2
18	Exhaust Fan	4
19	Tubelights	54
20	Ceiling Light	1

21	Old CT/PT Parts	4
22	Street Light	5
23	Old Car Tyres	4
24	Old Bicycle	1
25	Paper Curser	1
26	Broken Hand dryer	1
27	Oil Heater	1
28	UPS(Computer)	1
29	Wooden-Black-Board	4
30	Standing Sanitizer Machine	1
31	Medium Iron Cylinder (Welding Purpose)	1
32	Broken Standing Fan	1
33	Fiber Seat Back Study Chair	10

**Note: The prescribed quotation format is enclosed.**

**Instructions, Terms & Conditions**

1. The bidders may inspect the material from 28.01.2026 to 30.01.2026, between 11:00 AM to 04:00 PM on working days in Gurugram Office.(Plot no.147, Sector 44, Gurugram, Haryana, 122001)
2. The bidders are required to quote their rates on a per Kg/per unit in the prescribed format.
3. The sealed quotations must reach the undersigned latest by 02.02.2026 up to 05:00 PM. The quotations will be opened on 03.02.2026 at 03:00 PM in the presence of bidders, if any.
4. The bids should be addressed to:  
Assistant Registrar, General Branch, Plot no.147, Sector 44, Gurugram, Haryana, 122001
5. Only the valid bids received within the due date and time shall be considered.
6. The all material shall be delivered only after receipt of full payment and must be lifted within 02 days of completion of the deal.
7. The highest bid once accepted shall not be transferable. In case the bidder is a company, the representative appearing must carry a valid authorization letter from the Competent Authority.
8. Rates should be quoted for the destination.
9. The quantity mentioned is approximate and may increase or decrease without any prior notice.
10. For any clarification, bidders may contact at 124-2746800 on working days (Monday to Friday) between 09:00 AM to 05:00 PM.
11. In case of any dispute, the matter shall be referred to the Registrar, SVSU, whose decision shall be final and binding on both parties.
12. Any terms and conditions printed on the bidder's quotation shall not be binding on the University, except those specifically accepted in the Scrap Order/Scrap Notes.
13. SVSU reserves the right to accept or reject any or all bids without assigning any reason.



To  
The Assistant Registrar General Branch  
Plot No. 147, Sector-44  
Gurugram, Haryana – 122001

**Subject:** Quotation of Old Unused Items of the University

Respected Sir,

With reference to your notice inviting quotation dated **27.01.2026**, I/We would like to participate in the bidding process for the disposal of old unused items of **SVSU**.

I/We hereby submit my/our quotation as per the details given below:

Sr. No.	Description of Item	Quantity	Rate (₹)	Amount (₹)
1.				
2.				
3.				

I/We agree to abide by all the terms and conditions mentioned in the notice. The rates quoted above are final and inclusive of all applicable charges.

Thanking you.

Yours faithfully,

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact No.:** \_\_\_\_\_

**Aadhaar No.:** \_\_\_\_\_

**Seal/Stamp (if any):** \_\_\_\_\_

