



# DELHI STATE LEGAL SERVICES AUTHORITY

(Constituted Under the 'Legal Services Authorities Act, 1987', an Act of Parliament)

Under the Administrative Control of High Court of Delhi

Central Office, Rouse Avenue Courts Complex, New Delhi - 110002

Email : procurement-dslsa@nlc.in



Ref. No. 290/DSL SA/P. WIng/Condemnation of IT Equipments/24-25/7453 Dated: 4/7/2025

## PUBLIC AUCTION NOTICE

707459

Sealed tenders are invited for disposal of condemned 04 nos. of photocopier machines make Canon iR-4245 of this Authority "as is where is basis" as per the following schedule, terms and conditions:-

### 1. Schedule

Sl. No.	Description	Scheduled date
1	EMD Submission	10.07.2025 to 20.07.2025 (between 10 A.M. to 4 P.M. only)
2	Inspection for photocopier machine	07.07.2025 to 17.07.2025 (between 10 A.M. to 4 P.M. only)
3	Date of Public Auction	23.07.2025 at 2:30 P.M. onwards
4	Place of Auction	Central Office, DSLSA, 3rd Floor, Rouse Avenue Courts, Pt. Deen Dayal Upadhyay Marg, Delhi

### 2. Location of the Items


Sl. NO.	Description of Photocopier Make/Model	Location of photocopier machines	Qty.	Contact Person
1	Canon iR-4245	DLSA South-West, Room No. 5A, Admin Block, Ground Floor, DLSA South-West, Dwarka Courts, Delhi	01	Ms. Geeta Rajput Incharge, M. No. 9868054344, Ph. no. 011-28041480
2	Canon iR-4245	DLSA Central, Room No. 287, Tis Hazari Courts, Delhi	01	Ms. Ritu Mudgil, Incharge M.No. 9899738648 Ph. No. 23933231
3	Canon iR-4245	DLSA South-East, Ground Floor, Utility Block, Saket Courts, New Delhi	01	Ms. Nitika Pathak M.No. 9868814969 Ph. No. 28041480
4	Canon iR-4245	DLSA Shahdara, Room No. 35-A, Ground Floor, Karkardooma Courts, Delhi	01	Sh. Sudhir M.No. 9958023806 Ph. No. 22101456

### THE AUCTION WILL BE GOVERNED BY THE FOLLOWING TERMS AND CONDITIONS:-

- (1) The interested parties may participate for bid/auction on the date, time and venue mentioned above. The minimum reserve price for 04 nos. of Photocopier Machines is Rs. 1,24,952/- (Rs. One Lac Twenty four Thousand Nine Hundred Fifty Two only).



- (2) Only bidder who deposit the EMD of Rs. 31,238/- (Rupees Thirty One Thousand Two Hundred and Thirty Eight only) i.e. 25% of reserve price in the form of Bank Draft of any Nationalized Bank in favour of "DDO, Delhi State Legal Services Authority", shall be allowed to participate in auction/bid. The EMD of all the unsuccessful bidders will be refunded on the same day of the auction/bid.
- (3) The EMD shall be accepted from **10.07.2025 to 20.07.2025 between 10 A.M. to 4:00 P.M. only**. The successful bidder shall deposit the offered bid amount or atleast 50% amount of bid amount (balance amount after adjustment of caution money deposited) in the form Demand Draft/Pay order of any Nationalized Bank in favour of "DDO, Delhi State Legal Services Authority" within 24 Hrs. after day of auction/bid. The remaining balance if any shall be deposited in Demand Draft/Pay order latest by next working day **on 24.7.2025 by 3 P.M.**
- (4) The successful bidder shall remove the auctioned articles after depositing the full payment in this Authority on the same day or latest by next working day **on 25.07.2025 by 3 P.M** of auction/bid failing which the caution money shall be forfeited. On failure to remove the photocopier machine within the aforesaid time span, ground rent @ 1% of the bid amount shall be charged for each day or part of the day till removal of the articles from the aforesaid place. If the ground rent so charged, exceeds the sale price deposit, then the bidder shall cease to have any right on the articles and the amount deposited by him shall be adjusted towards ground rent.
- (5) GST as admissible shall be paid on the bidding cost by the successful bidder.
- (6) Once the bid/auction is accepted, it cannot be withdrawn and it will be assumed that goods/articles have been accepted by the party on "as is where is basis".
- (7) All the expenses for loading, unloading and shifting of the goods/articles will be borne by the buyer.
- (8) The EMD received from unsuccessful bidders will be returned to them without any interest.
- (9) Only one person shall be allowed to accompany the bidder/kabari.
- (10) The rates to be offered shall be for the entire lot and no part rates will be accepted.
- (11) Competent Authority reserves the right to accept or reject any of the bid without assigning any reasons.

  
(Raj Kumar Sharma)

Incharge, Procurement Wing, DSLSA

**Copy forwarded for information and necessary action to:-**

1. Sr. Accounts Officer, Central Office, DSLSA, RACC.
2. Ms. Geeta Rajput, Suptd., South West DLSA, Dwarka Courts, New Delhi.
3. Ms. Ritu Mudgil, Incharge., Central DLSA, THC, Delhi.
4. Ms. Nitika Pathak, Incharge, South East DLSA, Saket, Delhi.
5. Sh. Sudhir, Incharge, Shahdara DLSA, KKD Courts, Delhi.
6. Ms. Sonia, Sr. Programmer, DSLSA (with the directions to upload the same on website of this Authority
7. Reception Counter, Central Office, DSLSA, RACC (with the directions to display the same on the Notice Board of Central Office, DSLSA, RACC )

  
(Raj Kumar Sharma)

Incharge, Procurement Wing, DSLSA