

Embassy of India  
Cairo  
\*\*\*

7 December 2025

**Auction Notice for disposal of computer hardware and peripherals**

Embassy of India invites bids for disposal of Computer Hardware and Peripherals of various make and models from the likely dealers/buyers in this trade. The details of items have been mentioned in Annexure-B.

2. Accordingly, sealed cover tenders are invited on "As is where is basis" for the disposal of Computer Hardware and Peripherals of various make and models (Annexure-B). In case you are interested in purchasing the same, you may submit your quotation in the enclosed Performa.

3. The Computer Hardware and Peripherals given in Annexure - B are located in the store of the Embassy. Interested parties are requested to inspect the items (Annexure-B) from 8.12.2025 to 19.12.2025 between 2.30 PM to 4.00 PM. Contact person for inspection of items is Mr. Nasralla Kelleny and his mobile number is 01284410084.

4. Last date and time of submission of bids: 19.12.2025, 05.00PM. No bid shall be accepted after the due date and time.

5. Date and time for opening of bids: 21.12.2025, 11.00AM

6. An Earnest Money Deposit of EGP 5000/- (EGP Five Thousand) should be deposited along with the bid in the form of an account payee Bank draft/cheque in the name of Embassy of India, Cairo.

**General Terms and Conditions:**

- i) The bidders may inspect the items as mentioned in Annexure-B on the given dates and satisfy themselves about the items they are bidding for.
- ii) The items shall be sold to the highest bidder.
- iii) The Earnest Money Deposit of the successful bidder shall be adjusted in the bid forthwith. On the request of the bidder, the EMO of unsuccessful bidders shall be returned within one month of the auction date, without interest.
- iv) No items, once disposed to the successful bidder, shall be taken back by the Embassy of India.
- v) The successful bidder has to make full balance payment in the Embassy account within three working days of the receipt of the communication to this effect from the Embassy, failing which the offer will be cancelled and EMD shall stand forfeited.
- vi) The successful bidder will remove the sold items within three working days of

depositing the money at his or her expenses. Therefore, this office will not be responsible for the safety of the sold furniture items.

- vii) The furniture items as mentioned in Annexure-B will be disposed of on "as is where is basis".
- viii) The bidder will not be allowed to withdraw their bids, under any circumstances; otherwise, their EMD will be forfeited.
- ix) The Embassy of India reserves the right to accept or reject any/all of the quotation without assigning any reason.
- x) Each page of tender document should be signed by the bidder (s).
- xi) Incomplete and unsigned quotations are liable to be rejected.
- xii) The EMD shall not attract any interest.
- xiii) Tender Form attached with this Tender Notice as Annexure -A.

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HEAD OF CHANCERY

**Annexure-A**

**Proforma for offering rates for disposal of condemned furniture items.**

Particulars of Earnest Deposit Money	No..... Date:..... Name of Bank:..... Branch:.....
Name of the Bidder (In capital letter)	
Permanent Address	
Telephone Number/Mobile No.	

I/we have inspected the obsolete/condemned furniture items as mentioned in Annexure-B and am/are interested to purchase the same "As is where is basis" and submit my/our highest quotation for the referred furniture items offered for sale by Embassy of India, Cairo. My/our offer for the furniture items mentioned in Annexure-B is as under:-

A. Quote: EGP.....

B. Tax (if any): EGP.....

C. Total: EGP .....

2. I/we have gone through the terms and conditions given in the tender document particularly regarding Earnest Money, and agreed to abide by these in letter and spirit. I/we understand that in the event of non-compliance of the terms and conditions of the tender my/our EMD shall be forfeited by the Embassy of India, Cairo. The decision of the Embassy of India, Cairo on any dispute arising out of the offer shall be binding on me/us.

3. I/we agree to the forfeiture of the earnest money if I/we fail to comply with all or any of the terms and conditions in whole or in part as laid down in the tender enquiry letter No. CAI/CHA/\*\*\*/12/25 dated 07.12.2025 which would constitute and have force of a contract between me/us and the Embassy of India, Cairo, if I/we am/are declared a successful bidder.

(Signature of the  
Bidder)

Name.....

To,  
**Ms. Hema Sherma**  
**Head of Chancery**  
**Embassy of India**  
**Cairo.**

Tele No.: (+202)  
27360052

E mail:  
hoc.cairo@mea.gov.in



**EMBASSY OF INDIA : CAIRO**  
**Form GFR - 10**  
 [See Rule 217 (iii)]

**REPORT OF SURPLUS, OBSOLETE AND UNSERVICEABLE STORES FOR DISPOSAL.**

Item No.	Particulars of Stores.	Quantity/Weight purchase price.	Book Value/Original purchase price.	Condition & year of purchase.	Mode of disposal (sale, public auction or otherwise.	Remarks
1.	<b>CPUs:</b> -1 Core 2 Duo (Dell / Opti-Plex) -3 Core i3 (Dell / Opti-Plex 780) -2 Core i3 (HP / Elite) -2 Core 2 Duo (Dell / Dimension / AMD)	Eight (8)	Records are not available.	Out of order & out of date.	Otherwise.	These items are not working and out of date & order / became un-serviceable owing to normal wear and wear, and not because of negligence on part of any Govt. servant.
2.	<b>LCDs</b>	Four (4)	Records are not available.	Out of order.	Otherwise.	-
3.	<b>Printers</b>	Four (4)	Records are not available.	Out of order.	Otherwise.	-
4	<b>Fax Machine</b>	Two (2)	Records are not available.	Out of order.	Otherwise.	-
5	<b>Intercom Instruments</b>	One (1)	Records are not available.	Out of order.	Otherwise.	-
6	<b>Lamination Machine HSM</b>	One (1)	Records are not available.	Out of order.	Otherwise.	-

It is certified that the stores have become obsolete, surplus or un-serviceable owing to normal wear and tear and not due to negligence etc. on the part of any individual Government servant.

Signature : \_\_\_\_\_  
 Name : **(Smt. Hema Sharma)**  
 Designation : Head of Chancery