

**High Commission of India
Nairobi**

NAI/Estt./881/01/2025

29 July 2025

Auction Notice for disposal of obsolete items

High Commission of India, Nairobi invites bids in the enclosed proforma (Annexure II) for disposal of obsolete items from the interested dealers/buyers. The details of items have been mentioned in Annexure- III & IV.

2. The items given in Annexure -III & IV are located at two separate locations: (i) High Commission of India Residential Complex, High Ridge, Wangapala Road, Parklands, Nairobi (ii) India House, 151 Limuru Road, Muthaiga, Nairobi. Interested parties can inspect the items (Annexure-III & IV) from 29 July 2025 to 07 August 2025 between 9 AM to 11.30 AM. Contact person for inspection of items is Mr. Jugal Kishor and his mobile number is +254 – 758355301.

3. Last date and time of submission of bids: 07 August 2025; 05.00 PM. No bid shall be accepted after the due date & time.

4. Date and time for opening of bids: 08 August 2025; 03.00 PM **at High Commission of India, UN Crescent, Gigiri, Nairobi.**

5. Detailed terms & condition of the auction is enclosed at Annexure- I.



(Amardeep K. Barnwal)

Head of Chancery

High Commission of India

UN Crescent, Gigiri, Nairobi

Email: hoc.nairobi@mea.gov.in

General Terms & Conditions:

- i) The bidders may inspect the items as mentioned in Annexure-III & IV on the given dates and satisfy themselves about the condition of the items they are bidding for. Prior written information may be sent by email at adm2.nairobi@mea.gov.in for inspection.
- ii) Bidders are required to quote prices in the enclosed proforma (Annexure II) in a sealed envelop both in figures and in words and the currency must be Kenyan Shillings only. In case of any discrepancy between figures and in words, the total amount quoted in words shall be taken to be correct for this bid. The sealed envelope should be addressed to the Head of Chancery, High Commission of India, Nairobi. The bid must reach the addressee on or before the due date otherwise it is liable to be rejected.
- iii) An Earnest Money Deposit (EMD) of KSh 5000/- (Kenyan Shillings Five Thousand only) should be deposited along with the bid in the form of an account payee Bank draft/cheque in the name of High Commission of India, Nairobi.
- iv) The items shall be sold to the highest bidder.
- v) No items, once disposed to the successful bidder, shall be taken back by the High Commission of India.
- vi) The successful bidder shall have to make advance payment as Earnest Money amounting to 25% of the bid value on the spot either in cash or in cheque in favour of the High Commission of India, Nairobi. The balance payment to be deposited in the High Commission account within 03 working days after the auction, failing which the offer may be cancelled and the Earnest Money shall stand forfeited.
- vii) The successful bidder will remove the sold items within three working days of depositing the money at his or her expenses (without causing any damage to High Commission's property). Thereafter, this office will not be responsible for the safety of the sold items.
- viii) The items as mentioned in Annexure-III & IV will be disposed of on 'As is where is' and 'No complaints' basis and no guarantee for its worthiness or quality will be given by the High Commission of India.
- ix) The auction will be in ONE LOT (i.e. all the items contained in Annexure-III & IV) and bid for selective items/part bid shall not be accepted.
- x) The bidders will not be allowed to withdraw their bids, once submitted, under any circumstances.

xi) The Earnest Money Deposit of the successful bidder shall be adjusted in the bid forthwith. On the request of the bidder, the EMD of unsuccessful bidders shall be returned within one month of the auction date, without interest.

xii) The High Commission of India reserves the right to accept or reject any/all of the bids without assigning any reason.

xiii) Each page of bid document (including Annexure-I,II, III & IV) should be signed by the bidder. Incomplete and unsigned bids are liable to be rejected.

xiv) High Commission of India, Nairobi reserves the right to relax, modify any or all Quotation Conditions. All such details would be communicated on our website <https://www.hcinairobi.gov.in/> under the Tender Notice Section.

Proforma for submission of bid for obsolete items

Name of the Bidder	
National ID No.	
Particulars of Earnest Money Deposit	
Permanent Address	
Contact No. & Email	

I have inspected the obsolete items as mentioned in Annexure-III & IV and interested to purchase the same on 'As is where is' basis & 'No complaints' basis and submit my bid for the referred items offered for sale by High Commission of India, Nairobi. My offer for the obsolete items mentioned in Annexure III & IV is as under:

Quoted amount	KSh
	In words: Kenyan Shillings
Tax (if any)	KSh
	In words: Kenyan Shillings
Total	KSh
	In words: Kenyan Shillings

2. I have gone through the terms and conditions given in the auction document particularly regarding Earnest Money Deposit (EMD), and agreed to abide by these in letter and spirit. I understand that in the event of non-compliance of the terms and conditions of the auction, my EMD shall be forfeited by the High Commission of India, Nairobi. The decision of the High Commission of India, Nairobi on any dispute arising out of the offer shall be binding on me.

3. I agree to the forfeiture of the Earnest Money Deposit if I 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. NAI/Estt/881/01/2025 dated 29 July 2025 which would constitute and have force of a contract between me and the High Commission of India, Nairobi, if I am declared a successful bidder.

(Signature of the Bidder)

Name:

Date:

To,
Mr. Amardeep K. Barnwal
Head of Chancery
High Commission of India, Nairobi.

Annexure-III**List of obsolete items**

**Location: High Commission of India Residential Complex, High Ridge, Wangapala Road,
Parkland, Nairobi**

SN	Particulars	Quantity
1	Wooden chairs	5
2	Old used tyres	7
3	Heavy Metal gates (approx. 2.5x3 meter each)	4 leaves (2 gates)
4	Used roll up banner machines (standees)	73
5	White boards	2
6	Cupboard (very old)	1
7	Wooden podiums (broken)	2
8	Wooden doors/Gates	2
9	Metallic stage light empty boxes	15
10	Wooden table top board	1
11	Wooden banner stands	2
12	Banner sheets of various sizes	6
13	Hand dryer	1
14	Water dispenser (not in working condition)	1
15	Sofa Sets (3+1+1)	2 sets
16	Old curtains	20 Pcs
17	Wooden Cupboard	1
18	Metal Rack (7 shelves)	1
19	Wooden Side table	1
20	Wooden rack	1
21	Plastic Pipes / ducts for electric wires	20 Pcs
22	Woods	--

Annexure-IV**List of obsolete items**

Location: India House, 151 Limuru Road, Near Muthaiga Mini Market, Muthaiga, Nairobi

SN	Particulars	Quantity
1	Wooden library almirah	2
2	Wooden tables	3
3	Iron bollards	43
4	Iron grills	10
5	Glass gate	1
6	Glass panels	4 large + 4 small
7	Old flag poles	2
8	Large heavy wooden crate	1
9	Woods	--