

**High Commission of India
Nairobi**

NAI/Estt./881/01/2025

03 July 2026

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 03 to 16 July 2026 between 9 AM and 5 PM with prior appointment. Contact person for inspection of items is Mr. Jugal Kishor (adm2.nairobi@mea.gov.in).

3. Last date and time of submission of bids: 17 July 2026; 05.00 PM. No bid shall be accepted after the due date & time.

4. Date and time for opening of bids: 20 July 2026; 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**

Annexure-I

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 envelope 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 buyer will be responsible for paying all duties and taxes, if any, levied on the purchase.
- v) The items shall be sold to the **highest bidder**.
- vi) No items, once disposed to the successful bidder, shall be taken back by the High Commission of India.
- vii) The successful bidder shall have to make advance payment 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.
- viii) 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.
- ix) 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.
- x) 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.
- xi) The bidders will not be allowed to withdraw their bids, once submitted, under any circumstances.
- xii) 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.
- xiii) The High Commission of India reserves the right to accept or reject any/all of the bids without assigning any reason.
- xiv) 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.

xv) 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.

Annexure - II

Proforma for submission of bid for obsolete items

Name of the Bidder	
National ID No. (Please also attach a copy)	
Category of the bidder (Whether company, partnership firm or individual)	
Company Registration Number in case of Companies (Please attach a copy)	
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 (without taxes)	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 03 July 2026 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 furniture items & other hardware****Location: High Commission of India Residential Complex, Wangapala Road, 5th Parkland, Nairobi**

SN	Particulars	Quantity
1	3-seater sofa (dark brown)	1
2	1-seater sofa (dark brown)	1
3	Used roll up banner machines (standees)	07
4	Ramton pedestal fan (white)	1
5	Office Chairs	2
6	Wooden sofa (brownish)	3+2
7	Tower fan	2
8	Sofa (dirty white colour)	3+1+1
9	Fiber sheets (blue)	3
10	Office Table	1
11	Single Sofa (reddish colour)	2
12	Easy Chairs (purple)	2
13	Office Sofa (grey and orange)	3+1+1
14	Sofa Sets (3+1+1)	01 set
15	Sofa (golden brown)	3 seater
16	Cooking ranges	6
17	Double Bed	1
18	Double Bed	1
19	Old playground swings	3

Annexure-IV

List of obsolete furniture items & other hardware

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

SN	Particulars	Quantity
1	Side tables (white)	02
2	Refrigerator	01
3	Garden Umbrella and furniture (table + 4 chairs)	01