

**E-Auction Sale
By MURRAY & CO.,**

3B, 'Jeyamkondar', 40 Murrays Gate Road, Alwarpet, Chennai – 600018.

Under instructions from
Regional Passport Office.

Ministry of External Affairs, Government of India,

Old No. 785, New No. 158, Rayala Towers. 2 and 3, IV Floor, Anna Salai, Chennai, Tamil Nadu 600002

E-Auction on www.murrays.in

Commencing at 1.00p.m. & Ending at 4.00p.m. on 31st October 2025.

*(Subject to auto-extensions, if any)

Terms and Conditions

1. The E-Auction sale is conducted by **MURRAY & CO.**, hereinafter known as the **AUCTIONEER**, under instructions from **Regional Passport Office. Ministry of External Affairs, Government of India, Old No. 785, New No. 158, Rayala Towers. 2 and 3, IV Floor, Anna Salai, Chennai, Tamil Nadu 600002.** hereinafter referred to as the **OFFICE**.
2. Prospective bidders should inspect the materials before tendering their bids. Inspection can be had on **30th October 2025 between 10a.m. to 4p.m. 31st October 2025 between 10a.m. to 1p.m. at Regional Passport Office. Ministry of External Affairs, Government of India, Old No. 785, New No. 158, Rayala Towers. 2 and 3, IV Floor, Anna Salai, Chennai - 600002. Contact Person. Mr. Chandru, Mobile No. +91 7305336444.**
3. The lots are offered for sale on the assumption that the purchasers have inspected the materials. The principle of 'Caveat Emptor' will apply. No sale shall be invalidated for reason of the purchaser not having inspected the materials. By submitting their bids, bidders shall waive all objections with regard to the quantity, quality, weight, etc.,
4. Bids should be submitted only through the Online e-auction Portal www.murrays.in. All bidders desirous of submitting their online bids should register themselves on the said portal by going through the two stage registration process, providing the necessary documents and charges. No party would be able to take part in the sale without prior registration on the said portal. While registering, bidders should make sure their name, address, PAN, GSTIN are correctly entered. Bidders should note that under no circumstances will requests for raising receipts, invoices on a different name be considered.
5. Registered bidders can take part in the sale and submit e-bids for any of the lots, subject to remitting the necessary Lot Deposit indicated herein-under. The lot deposits may be paid either through online transfer by obtaining the bank account details from the AUCTIONEER or through DD/ PO favouring MURRAY & CO., payable at Chennai. Deposits must be paid well in advance, not less than three hours before the close of the online event. In case of online remittance, credit will be given to the party only on receipt of moneys into the designated bank account. The party should provide the UTR/ Bank Reference number to enable the AUCTIONEER to verify the same.
6. Bidders should shortlist lots, assign deposits for the same and make their bids from the Bidding Room, where they would have three options of bidding namely, Flexi Bid, Next Bid and Auto Bid and can utilise any of the three bidding options to record their progressive bids. All bids must be made only per Unit of Measurement (UoM) and shall be exclusive of GST as applicable.
7. Bidders can submit their bids from **1:00p.m. onwards on 31st October 2025**. The online auction will be subject to auto-extensions. If any bid is made in the last three minutes of the auction, the end time will automatically be extended by another three minutes, allowing all bidders equal opportunity to submit bids. The auction will be closed when there are no further competing bids at the end time, scheduled or extended. All bids must be placed before the end time indicated against each lot. Bidders are advised to not wait till the last seconds to submit their bids.
8. All times indicated are only as per the server clock on the portal and no bidder shall be entitled to raise objections that they were not able to place their bids based on any other clock. It is suggested that all bidders place their bids well before the end time. The AUCTIONEER or OFFICE shall not be liable for poor internet connection at the bidder's end and the bidder shall not be entitled to claim or demand extension of time for bidding on any account. The AUCTIONEER or OFFICE may however at their discretion extend the time for close of auction and also vary the starting bid price at anytime, without assigning any reasons therefor.
9. Bids once submitted cannot be withdrawn. While submitting their bids, bidders must take care to ensure that their bid is only the basic rate, exclusive of GST per UoM. Before recording the bid, the system will prompt the party to check and confirm submission of their bid. By submitting their bids, bidders indicate their acceptance to all the terms and conditions of sale, both the general and lot specific conditions. Bidders should ensure that there are no mistyping in their bids such as additional zeros etc since by submitting their bid, they are bound by the same and can not later raise requests for cancellation on account of any mistyping. The bidders must also closely study and understand the rules of auto-bid before using the option.

10. Once submitted, bids shall not be withdrawn, for a period atleast **ten days** from the closing date of e-auction. If any bidder chooses to withdraw his bids before finalisation, the lot deposit will stand forfeited to the OFFICE.
11. Normally the decision of **Regional Passport Office, Ministry of External Affairs, Government of India, Old No. 785, New No. 158, Rayala Towers. 2 and 3, IV Floor, Anna Salai, Chennai-600002.** would be intimated to the bidders by telephone/email within seven days from the date of e-auction. The OFFICE may however, request the bidders to keep their bids open for a further period, not exceeding **three days** and the bidders shall agree to the same.
12. Subject to reserve price if any fixed by the OFFICE, the highest bids received for each lot would be considered for acceptance. The bidders, whose bids have been accepted by **Regional Passport Office, Ministry of External Affairs, Government of India,** shall be the purchasers.
13. The OFFICE reserves the right to accept or reject any bid without assigning any reasons, to negotiate with any of the tenderers for improved rates.
14. Upon acceptance of any of the bids, the OFFICE, will at its discretion apportion the Lot deposit as Earnest Money Deposit (EMD) for the lots allotted to the purchaser, up to the full value of the lot.
15. Acceptance of the bids will be communicated to the purchasers, to the registered email address. It is however the responsibility of the tenderers to ascertain if their offer(s) have been accepted by the OFFICE. Non-receipt of intimation shall not be an excuse for delayed payment.
16. The purchaser shall within **five days** from the date of acceptance of the offer(s), arrange to pay the balance sale value together with GST for the materials to **MURRAY & CO.,** through NEFT/ RTGS. The account details will be provided to the purchaser after acceptance of the bids.
17. If the purchaser fails to remit the amounts as detailed in clause above, the OFFICE may at its discretion, permit the purchaser to remit the amounts for an extended period, subject to payment of penal interest at the rate of 1% on the sale value per day of default, in addition to the amounts detailed above.
18. The materials paid for as per the clauses above should be removed from the OFFICE premises at the purchaser's own cost within **seven days** from the date of acceptance of the bids. The purchasers should fix up the time for delivery with the OFFICE atleast a day prior to the proposed date of delivery and also ensure that the entire sale consideration, including GST is paid to the AUCTIONEER's account well in advance.
19. The rates of GST indicated, are as applicable as on date. GST as applicable at the time of delivery shall be payable extra, along with the sale value. The purchaser shall not be entitled to claim rebate or relief on the basic price, in the event of any changes in government duties, taxes or levies.
20. If the purchaser fails to clear the materials as stipulated in clause above, the OFFICE may at its discretion, permit the purchaser to an extended period for clearance, subject to payment of ground rent at the rate of 1% on the sale value per day of default.
21. Failure on the part of the purchaser to pay for and/ or remove the materials/vehicle as provided in the clauses above, will result in the forfeiture of the Earnest Money Deposit/ amounts paid, to the OFFICE. In the event of such forfeiture, the OFFICE may dispose of the materials in any manner they may choose to, at the risk and expense of the defaulting purchaser, without any notice to them. The defaulting purchaser will be liable for the loss, if any, incurred from such resale but they shall not be entitled to profits, if any from such re-sale.
22. The purchaser shall arrange for workmen at his own cost for loading the materials/vehicle on to the lorries. The purchaser, his workmen and transporters shall observe the rules and regulations of the OFFICE in regard to entry or exit from the OFFICE, safety, etc.
23. The contract is liable to be terminated without notice in the event of any purchaser's workmen removing or attempting to remove any vehicle other than those allotted to him or any vehicle not covered by the contract or removing or attempting to remove any vehicle covered by the contract in excess of the quantity paid for.
24. The OFFICE will not be liable for any accident or injury to any of the purchaser's workmen or transport men while clearing the Materials/vehicle sold.
25. The Materials/vehicle shall be deemed to be sold by the OFFICE and purchased by the purchaser under the contract once the purchaser pays for the same. Materials/Vehicle, once sold to the purchaser under this contract, shall lie in the OFFICE's premises at the risk of the purchaser and the OFFICE shall not be liable for any damage or loss for any reason whatsoever.
26. The purchaser will be held liable for damages or loss caused to building, property, Materials/vehicle or men by the purchasers' workmen's or transport whether directly or indirectly.
27. The decision of the OFFICE will be final and binding in all matters.
28. For clarifications on the conditions of sale, if any, contact **MURRAY & CO.,**
29. **Special condition: I.** GST at applicable rates as indicated against each lot shall be paid by the purchaser through reverse charge mechanism as part of their monthly GST remittance and proof for the same should be furnished to the seller (**Regional Passport Office**)

List of materials

Sale#	Reference No – Lot No.	Description	App. Qty	UoM	GST %	Lot Deposit	Sale End Date & Time
39148	E049/25/B001 – 01	Scrapped Empty toner – 560Nos - Sale limited to parties with valid PCB Authorisation to reprocesses of E -Waste	1	Lot	18	500	31-10-2025 at 16.00Hrs (4.00p.m.)
39149	E049/25/B001 – 02	Shredder Machine – 1No, 2Ton capacity air conditioner – Voltas make – 5Nos, 8.5 TR Capacity Ductable air conditioner - Voltas make – 7Nos, Damaged Pedestal fan- 7Nos	1	Lot	18	20000	31-10-2025 at 16.00Hrs (4.00p.m.)

Sale#	Reference No – Lot No.	Description	App. Qty	UoM	GST %	Lot Deposit	Sale End Date & Time
39150	E049/25/B001 – 03	Furniture – Revolving chair 6Nos, Tubular chair 3No, 2Seater visitor chair – 1No, 3Seater visitor chair – 3Nos, Storage cupboard with glass door – 2Nos, NIC Mail server rack – 1No, Stainless Steel trolley – 1No, Slatted angle rack 5Shelves -2Nos, Ply wood table – 1No, Steel table ply wood top – 1No, In complete ply wood table – 1No, Condemned compress wood filing chest 3Nos, Utensil table without top – 1No, Steel Almirah with key – 1No, without key 1No with twelve shelves 1Lot. Server rack small size -1No,	1	Lot	18	2000	31-10-2025 at 16.00Hrs (4.00p.m.)

* Subject to auto-extensions, if any

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