

PANJAB UNIVERSITY, CHANDIGARH

TENDER FOR SALE OF WASTE PAPER, MARKED ANSWER BOOKS AS DETAILED BELOW:-

<u>Sr. No.</u>	<u>Item</u>	<u>Approx. Quantity</u>	<u>Earnest Money</u>
1.	Marked Answer-books	1200 Quintals	Rs. 10,000/-
2.	Marked Answer-books with Adhesive tape	50 Quintals	Rs. 5,000/-
3.	Waste Paper etc.	300 Quintals	Rs. 5,000/-

TERMS & CONDITIONS OF TENDER

The answer books are stored in the Marked Answer books Store, basement, Aruna Ranjit Chandra Hall (old U.I.E.T. Building), Panjab University, Sector-14, Chandigarh.

The tenders in sealed envelopes, marked **“TENDER FOR WASTE PAPER, MARKED ANSWER-BOOKS”** on the left top of the envelope with an earnest money separately, as mentioned above in the shape of Bank Draft on any scheduled Bank at Chandigarh ***in favour of the Registrar, Panjab University, Chandigarh*** or Cash Deposited Receipt must reach the office of the ***Asstt Registrar (Conduct) personally on or before 18th January, 2013 (up to 2.30 p.m.)***. The tender so received will be ***opened on the same day at 3.00 p.m.*** in the presence of the Tenderers or their authorized agents present at that time.

The Sealed Tender/s having any cutting or overwriting, in the rates quoted, whether in figure or in words, shall not be accepted.

The rates should be quoted per quintal. Tenders below Rs. 1500/- per quintal in the case of Marked Answer-books are liable to be rejected.

The terms and conditions of the tender which form the basis of Contract/Agreement are as under:-

1. The Contractor whose tender is accepted shall have to deposit another sum of Rs.10,000/- in case of Marked Answer-books, Rs.5000/- in case of Marked Answer-books with adhesive tape and Rs.5000/- in case of Waste paper as an additional security **within seven days** of the date of acceptance of the Tender, failing which the earnest money shall be forfeited and the tender cancelled.
2. The goods shall be removed in **Gunny Bags** by the successful Tenderer from the Marked Answer-books Store, **latest by 11th March, 2013**. A penalty of Rs.100/- per day for delay in lifting the material will be charged **w.e.f. 12th March, 2013** and a penalty of Rs. 500/- per day will be charged **w.e.f. 21st March, 2013**. If the material is still not removed a penalty of Rs. 1000/- per day will be charged **w.e.f. 22nd March, 2013**.

Contd.

(2)

3. The amount of Rs.10,000/- in case of Marked Answer-books, Rs.5,000/- in case of Marked Answer-books with adhesive tape and Rs.5,000/- in case of waste paper, deposited as additional security vide Sr. No.1 above will be adjusted towards the payment of goods removed in the last installment.
4. The earnest money will be refunded after obtaining a certificate from Office Superintendent (Conduct Branch), Marked Answer Books Store that the entire stock of the tender has been removed and full and final payment has been made in the shape of bank draft to the University.
5. The Contractor shall detach the title cover of the Marked Answer-books sold as waste paper for destruction in the presence of the University officials at his own expenses, before these are lifted from the University offices and will give a written undertaking to the following effect:-
“The used answer-sheets lifted from your premises shall be sent directly to a paper mill (in Gunny Bags) for pulping and making of paper. I also undertake that the above waste paper shall not be sold anywhere else.”
In case the above is not complied with by the Contractor, he will have to pay the penalty decided by the University.
6. The Contractor whose tender is accepted shall have to sign an agreement with the University on a stamp paper of the requisite value at his own cost.
7. If the Contractor fails to comply with any of the conditions given above, the Controller of Examinations, Panjab University, Chandigarh shall have the right to cancel the agreement and sell the goods in any manner, the University deems fit. The Contractor shall be bound to make good the loss sustained and incurred to the University in this connection.
8.
 - i. Tender will be accepted of those tenderes who are registered with the Excise & Taxation Department and are allotted taxpayer's Identification number (TIN).
 - ii. Successful Tenderers will have to pay VAT Tax as per Act of the Excise & Taxation Department.
 - iii. The Tenderers from outside the jurisdiction of Chandigarh can have some relaxation in paying VAT Tax on submission of CST 'C' Form.
9. The Controller of Examinations, Panjab University, Chandigarh reserves the right to accept or reject any tender without assigning any reason and his decision in all matters concerning the tender shall be final.
10. All disputes shall be settled at Chandigarh.

Chandigarh

Sd/-
Assistant Registrar (Conduct)

Dated: _____

PROFORMA

Tender for purchase of Marked Answer-books, Marked Answer-books with adhesive tape and waste paper material.

<u>Sr. No.</u>	<u>Particulars</u>	<u>Rate per Quintal (in Rs.)</u>
1.	Marked answer-books	_____
2.	Marked answer-books with Adhesive tape	_____
3.	<u>Waste Material:</u> It includes: Question papers, Result Gazettes, Cyclostyling paper, Admission Forms, Old files, Sweep waste paper and old Catalogues/ Calendars/Old books, Card-board cartons.	
4.	Envelopes	_____
5.	Rags of Cloth	_____
6.	Newspapers	_____
7.	C.S.T.	-----

Dated: _____

(SIGNATURE)

Name & Address:

(With seal of the Firm)

Mobile No. _____

Office Ph: _____

