

TENDER DOCUMENT
FOR
SALE OF 'WASTE PAPER'
(Used Old Newspaper/ Magazines and
other ScrapPaper)

(Signature of the Tenderer)

1.

TENDERNOTICE

Sealed tenders are invited for disposal of following items:

Description of Work	Approximate weight : 50000 KG
Disposal of used old Newspaper/magazines and other scrap paper.	1. News Paper _____ Kg 2. Magazines _____ Kg 3. Waste Paper _____ Kg

The tender document can be obtained from 10.00 AM to 4.00 PM on all working days from 09/12/2020 to 18/12/2020 from the office of the Librarian, Temporary Academic Block, Central University, Himachal Pradesh, Shahpur, Kangra, HP & Tender document can also be downloaded from the CUHP's website www.cuhimachal.ac.in

The tender form complete in all respect and same should reach the office of the Librarian, Temporary Academic Block, Central University of Himachal Pradesh, Shahpur, Kangra, HP at above mentioned address, in duly sealed envelope superscribed with "Tender for disposal of Waste Paper" up to 18/12/2020 on 4:30 pm. At

The tender will be opened on 21/12/2020 at 11AM Library, Temporary Academic Block, Central University, Himachal Pradesh, Shahpur, Kangra, HP by a committee in presence of tenderer who may wish to be present. The Hon'ble Vice Chancellor CUHP reserves the right to accept or reject any or all the Tenders without assigning any reason. Incomplete & conditional tenders are liable to be rejected.

On Envelope "Tender for disposal of Waste Paper" should be clearly written on top of envelope, addressed to The Librarian Central University of Himachal Pradesh and must reach the office up to 18/12/2020 p.m on 4:30. This envelope of technical bid must contain the following:

- I. Duly filled, signed & stamped tender document on Company's Letterhead.
- II. Self attested Documentary proof of registration of Sole Proprietorship/Partnership firm/Mill or Company.
- III. Self attested copy of the PAN.

The bids (Annexure 'A') shall be opened by the committee constituted for the purpose by CUHP.

4. Eligibility Criteria:

Only such bidders, who are Registered Sole Proprietor /Partnership firm or Company and meet the following conditions, can participate in the tender:

- A) The bidder must be a registered Sole Proprietorship/Partnership firm/Mill or Company. Self attested Documentary proof of registration of Sole Proprietorship/Partnership firm/Mill or Company must be attached.
- B) The bidder must have a valid PAN to participate in the tender and must submit self attested copy of the same.

5. Terms & Conditions:

1. Sealed bids are invited for disposal of Waste Paper (used Answer sheets/old newspaper/magazines and other scrap paper) on as per where as basis. Bid should be sealed in a cover duly super scribed as Tender for disposal of WastePaper.”
2. The bidders should quote their highest rates based upon the Terms and Conditions forming part of tender document. Order will be placed to the successful bidder (quoting highest rates of purchase) out of the eligible bidders.
3. In case, the date of submission/opening of tenders happens to be holiday, the tenders shall be received/opened on the next working day.
4. The right to accept a bid will rest with the Hon’ble Vice Chancellor CUHP , who reserve the right to reject any or all the bids without assigning any reason thereof.
5. The quoted rate should be valid till the material has been lift out from the Libraries.
6. In case, the vendor fails to comply the terms & conditions, the Libraries may terminate the contract without assigning any reason and is free to dispose of the waste paper items in such a manner as may be deemed appropriate.
7. The successful bidder will be liable to complete the job of lifting the material from the Libraries at Shahpur, Dharamshalawithin a period of 7 days of getting the order. If the successful bidder does not start work in time or stops the work midway or leaves the work altogether, his EMD will be forfeited and the Libraries shall have the right to cancel the order.
8. It will be responsibility of the vendor to pack the material by his own labourers and the cost towards transportation, packing, loading, unloading etc. will also be borne by the vendor himself.

(Signature of the Tenderer)

9. It will be responsibility of the vendor that the waste paper being lifted from the Libraries will be used only for recycling in paper mill or in pulp industry or will be destroyed in an appropriate manner to ensure official secrecy.
10. Bidders may visit the Library premises and inspect the quantity, condition and type of material being sold on any working day on their Own
11. The weighing of the material shall be jointly witnessed by a committee constituted for the purpose and bidder or his authorized representative. All weighing shall be certified by this committee. The weighing site for this purpose will be jointly decided by the successful bidder and the Libraries.
12. The successful bidder shall have to deposit whole amount of the estimated cost of the materials planned to be lifted in one phase in the form of DD. The DD should be drawn in favour of the Finance Officer, CUHP , payable at Dharamshala. In case, the successful bidder does not deposit the requisite money, Earnest Money Deposit shall be forfeited and order shall be cancelled. Each Page of the Tender document should be signed by the tenderer.

I/We have carefully read the above terms & conditions and undertake to abide by the same.

Place:

Date:

Name :

Telephone No.

Address:

(Signature of the Tenderer)

Annexure 'A' Performa for quoting the
rates

I/We _____ hereby offer rates, to purchase
items from the Central University of Himachal Pradesh

S.No	Description	Purchase Price/KG
Sr No	Particulars	Rate quoted per Kg
1	Newspaper	
2	Magazine	
3	Waste Paper	

Place:

Date:

(Signature of the party with stamp)