

**CENTRAL BOARD OF SECONDARY EDUCATION  
REGIONAL OFFICE, DELHI**

PS,1-2, INSTITUTIONAL AREA,PATPARGANJ,  
DELHI-110092

**TENDER NOTICE-2015**

Sealed tender are invited on behalf of the Secretary, CBSE for the disposal of following items.

| <b>Description of work</b>   | <b>Quantity</b> | <b>Earnest Money</b>  | <b>Period to download tender</b>    | <b>Date of Deposit /opening the tender</b> | <b>Price of form (Non-refundable)</b> |
|--|-----------------|---|-------------------------------------|--|---------------------------------------|
| Disposal of unused & used Answer Sheets and other Waste paper material” etc. of R.O. Delhi | Approx 150 Tons | Rs. 50,000/- in the form of Bank Draft drawn in favour of Secretary, CBSE payable at Delhi. | 01/11/2015 to 15/11/2015 (1.00 p.m) | 16/11/2015 2.30 p.m & opening at 3.30 pm   | Rs. 500/-                             |

**Date of Opening The Tender:- 16.11.2015 at 3.30 PM.**

The tender form along with details of disposable items and terms & conditions can be downloaded upto 1.00 pm from 01.11.2015 to 15.11.2015 from the CBSE website [www.cbse.nic.in](http://www.cbse.nic.in).

The tender form complete in all respect along with EMD, duly sealed & superscribing on it “Tender for disposal of used Answer Books & waste paper etc.” must be put in the tender box kept at **Ground Floor (Reception counter) CBSE, ROD, PS 1-2, Institutional Area, I.P.Extn. Patparganj, Delhi** up to 2.30 p.m. on 16/11/2015. The tender will be opened on the same day at 3.30 p.m. by a committee in presence of tenderer who may wish to be present. The sample of items can be seen as mentioned in the tender form.

The Secretary CBSE reserve the right to accept or reject any or all the Tender without assigning any reason. Incomplete & conditional tender or tenders without EMD will be summarily rejected without notice.

**Deputy Secretary (Admn)  
REGIONAL OFFICE (DELHI)**

**CENTRAL BOARD OF SECONDARY EDUCATION  
REGIONAL OFFICE, DELHI  
“PS, 1-2, INSTITUTIONAL AREA, PATPARGANJ, I.P.EXTN.  
DELHI-110092”**

No. ROD/ADMN/Raddi/2015

**Price: Rs.500/-**

**TENDER FORM-2015**

Tender form for disposal of “Raddi” in the form of different waste material as per details given below duly completed and addressed to the Regional Officer, Regional office Delhi, CBSE, PS,1-2, Institutional Area, Patparganj, Delhi-110092 must be put in the Tender Box kept at the ground floor of this office on or before 16/11/2015 upto 2.30 p.m.

M/s \_\_\_\_\_ are hereby authorized to submit their tender in response to the notice published in the Hindustan Times/ Times of India, Nav Bharat Times on ----- and on CBSE website for the purpose of (1) Unused & used Answer Books and other waste printed material, empty envelopes etc.

This tender form contains total 4 pages. The approximate quantity of material for sale is as below: -

| <b>S.<br/>No</b> | <b>NAME OF MATERIAL</b>   | <b>QUANTITY<br/>Approx.)</b> |
|------------------|---|------------------------------|
| (A)              | Unused & used Answer Books including continuation Sheets other waste paper (Material to be lifted from Regional Office Delhi, C.B.S.E. PS, 1-2, Institutional Area, Patparganj in the Month of November/ December | 150 Tons                     |

**Deputy Secretary (Admn)  
REGIONAL OFFICE (DELHI)**

Encl: Terms and conditions along with Rate for Financial Bid

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## TERMS AND CONDITION

The terms and conditions for disposal of “Raddi” are as follows:

1. The whole lot shall have to be lifted within 10 working days from the date of work order against cash/Bank Draft payment only.
2. Arrangement for packing in Hessin Bags shall have to be made by the purchaser at his own cost.
3. Each item of the tender shall be dealt with separately and each item may be disposed off to different tenderer, if necessary.
4. **No tender shall be accepted without Earnest Money and after due date and time i.e. 16/11/2015 upto 2.30 P.M.**
5. **The quantity of Answer Sheet/ waste material mentioned in the tender form may increase or decrease.**
6. No revision of rates shall be permitted after submitting the tender form and during the period of contract.
7. Arrangement for lifting the material shall be made by the tenderer at his own cost. Weighing shall be done on “Two Dharam Kantas”. Weighing the unloaded truck in the first instance and then the loaded truck (loaded to its maximum capacity) in the presence of the committee of the Board deputed for the purpose by the Competent Authority.
8. **The highest bidder for the Material of R.O Delhi, as mentioned against at page No.4 of this tender form shall have to deposit security deposit of Rs.25,000/- in addition to EMD before lifting the used Answer Books. This will, however, be adjustable while lifting the last installment of used Answer Books. In case of any default or breach of conditions stipulated above the Earnest Money of Rs. 50,000/- and the additional security money of Rs.25,000/- shall stand forfeited.**
9. Tender form fee **Rs. 500/-** should be deposited separately to CBSE by B.D in favour of Secretary, CBSE, Delhi that is not refundable.
10. Sample of different items can be seen at the **CBSE, ROD, PS,1-2, Institutional Area, Patparganj Delhi.**
11. If the material is not lifted within the stipulated period as given in its work order, the Earnest Money and additional security money will stand automatically forfeited.
12. Decision of the Chairman of the CBSE in all matters concerning the tender will be final and binding on all.
- 13 **Sold paper / used Answer Books and other printed “ Raddi” should be used only for preparation of pulp / lugdi and no paper be used for preparing Envelopes etc.** An undertaking in this regard is also required to be submitted to this office before lifting the material. In case of noncompliance, the firm shall be liable to be blacklisted and Earnest Money/security money will be forfeited.

- 14. The validity of the rates will be for one year from the date of issue of work order.
- 15 No subcontract is allowed.
- 16 The competent authority of the Board has a right to cancel all / or part or any tender without assigning any reason thereof.
- 17 The jurisdiction for all kind of dispute will be Delhi / New Delhi.
- 18 Conditional Tender shall not be considered.

The conditions mentioned at **S.No. 1 to 18** are acceptable to me /us.

A Bank Draft of Rs.50,000/- (Rs. Fifty thousand only) in favour of Secretary ,CBSE Delhi is enclosed vide Bank Draft No. \_\_\_\_\_ dated \_\_\_\_\_ as earnest money.

Signature \_\_\_\_\_

Name of agency \_\_\_\_\_

Stamp

Dated \_\_\_\_\_

**UNDERTAKING**

I/We undertake to purchase any or all the items within the stipulated time against advance cash payment, in case my / our rates are approved.

I/ We also undertake that the used answer books and any other material as instructed by you will be used for preparation of pulp / lugdi only and will not be used for making envelopes etc.

Signature of Tenderer (s)

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone No \_\_\_\_\_

Office \_\_\_\_\_

Residence \_\_\_\_\_

Mobile \_\_\_\_\_

**RATES FOR FINANCIAL BID**

I/ We / M/s \_\_\_\_\_ hereby submit tender for the purchase of Answer Books/Empty Envelops and other waste paper etc. from CBSE on annual rate contract basis.

**MATERIAL OF REGIONAL OFFICE: DELHI**

| <b>S.No.</b> | <b>NAME OF ITEM (S)</b>   | <b>RATES PER KG</b>   |
|--------------|---|---|
| 1.           | Used Answer Books including continuation sheets, graphs maps etc. (appox 16 lac)<br><hr/> Unused Answer Books (appox 2.3 lac) | Rs. _____<br>Rs. (In Words) _____<br><hr/> Rs. (In Words) _____ |
| 2.           | Other waste paper and slips including examiner Performa, award list, acceptance letter etc.                                   | Rs. _____<br>Rs. (In Words) _____                               |
| 3.           | Old/unused Question paper   | Rs. _____<br>Rs. (In Words) _____                               |
| 4.           | Empty cloth line envelopes  | Rs. _____<br>Rs. (In Words) _____                               |
| 5.           | Used Drawing sheets   | Rs. _____<br>Rs. (In Words) _____                               |
| 6.           | Flair Slips Class X/XII   | Rs. _____<br>Rs. (In Words) _____                               |

PAN No. \_\_\_\_\_

(Photocopy of PAN No. must be attached)

Authorized Signatory \_\_\_\_\_

Name/stamp of agency \_\_\_\_\_

Mobile No. \_\_\_\_\_