

CENTRAL BOARD OF SECONDARY EDUCATION
REGIONAL OFFICE
SECTOR – 5, PANCHKULA – 134 152

TENDER NOTICE

Sealed Tenders are invited on the prescribed forms available in the Regional Office of Board, CBSE, Sector – 5, Panchkula (Haryana) on payment of **Rs.500/- (Rs. Five Hundred Only)** each for disposal of about 1010 Quintals of used Answer Books and 20 Quintals waste papers.

Each tender completed in all respect duly filled up and accompanied by **Earnest Money of Rs.1,00,000/-** (Rs. One Lakh only) through Bank Draft drawn in favour of Secretary CBSE payable at Panchkula can be deposited on or before **18.11.2015.** up to **01.00 PM** which shall be **opened** by a committee on 18.11.2015. at **03.00 PM** in the presence of the tenderers or their representatives who may wish to be present.

Tender form along with terms and conditions can be obtained from the Cashier CBSE, Panchkula on any working day during the office hours against payment of **Rs. 500/-** and also can be downloaded from website **www.cbse.nic.in**

Tenders received after the stipulated date & time or without Earnest Money shall be straight way rejected.

REGIONAL OFFICER

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REGIONAL OFFICE
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F- RO/CBSE/ADMN/PANCHKULA/DISP OF AB/15

Price: Rs. 500/-

Tender Form

The duly completed Tender form for disposal of "Raddi" in form of different waste material as per details given below along with earnest money of **Rs. 1,00,000/-** (Rs. One Lakh Only) and addressed to the Regional Office, Sector – 5, CBSE, Panchkula must reach or can be kept in the Tender Box of this office up to **01.00 PM on 18.11.2015.**

M/s are hereby authorized to submit their tender in response to the notice in Dated for purchase of (1) Used/Blank Answer Books (2) Old Papers

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

Sl. No.	Name of Materials	Quantity (approx.)
(A)	Used Answer Books	101000 kg (1010 Quintals)
(B)	Waste papers	2000 Kg (20 Quintals)

The tender will be opened by the Committee constituted by the Board on **18.11.2015.** at **03.00 PM.** However, no separate intimation shall be given. The tenders without Earnest Money, incomplete or not in prescribed Performa shall be rejected.

REGIONAL OFFICER

Encls: Terms and Conditions along with form.

Terms and Conditions

1. The whole lot shall have to be lifted within **15** days from the date of work order against cash payment.
2. Arrangement for packing it in Hessian 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 tenderers, if necessary.
4. No tender shall be accepted without earnest money and after due date and time.
5. The quantity of the waste material mentioned may increase or decrease.
6. No revision of rates shall be permitted during the period of contract.
7. Delivery shall be made ex-stock and lifted 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 Used/Blank answer books, as mentioned against serial no. 1 at page no. 3 of this tender form shall have to deposit security deposit of Rs. 1,00,000/- in addition to EMD of **Rs. 1,00,000/-** (Rs. One Lakh Only) before lifting the Used/Blank answer books. This will, however be adjustable while lifting the first installment of Used/Blank answer books. In case of any default or breach of conditions stipulated above, the earnest money of Rs. 1,00,000/- and the additional security money of Rs. 1,00,000/- shall stand forfeited.
9. Sample of different items can be seen at Regional Office, Panchkula office hours (10.00 AM to 01.00 PM).
10. If the material is not lifted within the stipulated period given in the work order, the earnest money and additional security money will stand automatically forfeited.
11. Decision of the Chairman of the CBSE in all matters concerning the tender will be final and binding on all.
12. Sold Used/Blank Answer books/Old papers etc. of the Board should be Used only for preparation of pulp/lugdi and no paper/book be used for preparing of envelopes etc. An undertaking in this regard is also required to be submitted to this office before lifting the material. In case of non-compliance the firm shall be liable to be blacklisted and pecuniary damages.
13. The validity of the rates will be for one year from the date of issue of work order.
14. **PAN** (Permanent Account Number) of the firm
15. The Competent Authority of the Board has a right to cancel all or part or any tender without assigning any reason thereof.
16. The jurisdiction for all kind of disputes will be Panchkula only.

The conditions mentioned at serial no. 01 to 16 are acceptable to me/us.

Signature _____

Name/Address of the agency: _____

Telephone/Mobile No (s) _____

Dated

Stamp:

Cost of Tender Form: Rs. 500/-

Sr. No.

RATES FOR ITEMS

I/We/M/s. hereby submit tender for the purchase of Used/Blank Answer Books/old papers. I/We quote the rates as under:

Regional Office: PANCHKULA

Sl. No.	Name of Item(s)	Rates (Per Quintal)
01	Used Answer Books	Rs..... Rs. (In words)
02	Waste Paper	Rs. Rs. (In words)

Authorized Signatory:

Name :

Name/Stamp of Agency:

Date: _____

All the terms and conditions given overleaf are acceptable to me/us. A Blank Draft of **Rs. 1,00,000/-** (Rs. One Lakh Only) in favour of Secretary, CBSE, Panchkula is enclosed bearing Sl. No. dated /cash deposit in Regional Office vide Receipt no. dated as Earnest Money.

I/We undertake to purchase Board's used/old blank answer books/old papers against cash payment in case my/our rates are approved.

I/We also undertake that Board's Used/Blank answer books/old papers will be used for preparation of pulp/lugdi only, and no paper will be used for making envelopes etc. In case of approval of my/our rates, all the terms and conditions mentioned in this tender form will be executed, before lifting the Used/Blank answer books, old records etc., **on a non judicial stamp paper of Rs. 100/- with two witnesses of both the parties i.e. tenderer and the Board, for which I/We also undertake the necessary action.**

Signature of Tenderer(s)

Address

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.....

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Phone No.

Office

Resi.

Mob.

Tender form no.

Purchased vide

Cash receipt no.

Dated