

**Central Board of Secondary Education, Regional Office
LIC Divsnl. Office Campus, Pattom, Thiruvananthapuram – 695004
(Phone no: 0471-2534404)**

TENDER NOTICE

Sealed Tenders are invited from the Agencies associated with purchase of Raddi for pulping and recycling purpose. **Used Answer Books and Waste Material (Approx. Quantity 18 to 21 Tons) are to be disposed off.** Tender Form with documents and T&C is available in the Regional Office on Cash payment Rs. 100/-. The same can be downloaded from CBSE website www.cbse.nic.in. In the event of downloading documents, DD Rs. 100/- in f/o **Secretary, CBSE payable at Trivandrum** should be submitted along with Tender Form.

Last Date for receipt of Tender :- 05.10.2015 at 03:00 p.m.

Opening of Tender :- 05.10.2015 at 03:30 p.m.

The Regional Office reserves the right to reject any or all tenders without assigning any reason thereof.

REGIONAL OFFICER



CENTRAL BOARD OF SECONDARY EDUCATION

REGIONAL OFFICE, 2ND FLOOR, BLOCK – B, LIC DIVSNL. OFFICE CAMPUS
PATTOM, THIRUVANANTHAPURAM – 695004 (KERALA)

E-mail – rotrivandrum.cbse@nic.in, Phone – 0471-2534404, Fax –2534406

TENDER FORM NO:

Price Rs. 100/-

TENDER FORM

(For Disposal of “Raddi” of Exam – 2015)

Tender Date Schedule

	Date	Time
Last date of submitting the tender	05.10.2015	3:00 PM
Date of Opening the tender	05.10.2015	3:30 PM

Earnest Money

Rs.30,000/- payable in the shape of Bank Draft in favour of the “Secretary, CBSE payable at Thiruvananthapuram. No tender form without D.D of Earnest Money shall be entertained

M/s. _____ are hereby authorized to submit their tender in response to the notice in The Hindu, Mathrubhumi and Daily Thanthi, dt. 13.09.2015 and on CBSE website for the purchase of Used Answer Books, other waste printed materials, used envelopes etc.

This Tender Form contains total **04 pages**. The approximate quantity of materials for sale is as below:

Sl.No.	Name of Materials	Approx. Quantity (in Tonnes)
1	Used Answer Books	20
2	Used Brown Covers, Cloth lined Covers and Other Waste Materials	0.8 to 1.0

The tender will be opened by the Committee constituted by the Board at **3.30 P.M.** on **05.10.2015** in the presence of those tenderers who may wish to be present at the time of opening. However, no separate intimation shall be given. The tenders without earnest money, incomplete or not in prescribed proforma shall be rejected.

REGIONAL OFFICER

Encl: Terms & conditions along with Rate Form.

TERMS AND CONDITIONS

1. The whole lot shall have to be lifted within the specified time mentioned in the work order against cash payment.
2. Arrangement for packing in Hession 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 waste material mentioned above 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 Weigh Bridges" selected by the Committee. 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 shall have to deposit Security Deposit of Rs.40,000/- in addition to EMD of Rs.30,000/- before lifting the used / blank answer books. This will, however, be adjustable while lifting the first instalment of used / blank answer books. In case of any default or breach of conditions stipulated above, the Earnest Money of Rs.30,000/- and the additional security deposit of Rs.40,000/- shall stand forfeited.
9. Sample of different items can be seen at CBSE, RO, Thiruvananthapuram during office hours.
10. If the material is not lifted within the stipulated period given in the work order, the Earnest Money and additional security deposit 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 blank / used answer books, etc 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 materials. 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) No. of the Firm _____
15. The competent authority of the Board has the right to cancel all or part or any tender without assigning any reason thereof.
16. The jurisdiction for all kinds of dispute will be THIRUVANANTHAPURAM only.
17. The conditions mentioned at S.No. 1 to 16 are acceptable to me / us.

Signature: _____

Name of Agency: _____

Stamp: _____

Dated: _____

TENDER FORM NO.

RATES FOR ITEMS

I/We _____

hereby submit Tender for the purchase of used / blank answer books and other waste materials etc.

I/We quote the rates as under: (per ton)

Sl. No.	Name of Item(s)	Rates (Per Tonne)
1	Used Answer Books including typing thread, continuation sheets, graphs, maps	Rs. _____ Rs. (In words) _____ _____ _____
2	Used Brown covers, cloth lined covers and Other Waste Material	Rs. _____ Rs. (In words) _____ _____ _____

Authorized signatory: _____

Name /Stamp of Agency: _____

The conditions given overleaf are acceptable to me/us. A bank draft of Rs.30,000/- in favour of Secretary, CBSE, Thiruvananthapuram bearing No._____ dated _____ is enclosed as Earnest Money.

I/We undertake to purchase all or any of the items against cash payment, in case my/our rate(s) are approved.

I/We also undertake that the used / blank answer books, etc 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, 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 : _____

Phone No.: _____

Off. : _____

Res./ Mobile: _____

Tender Form No.: _____

Purchased vide _____

Cash Receipt No. _____

Dated _____