

**CENTRAL BOARD OF SECONDARY EDUCATION**  
**REGIONAL OFFICE**  
**SECTOR – 5, PANCHKULA-134109**

**TENDER NOTICE**

Tenders in sealed cover are invited on the prescribed form which is available in the Regional Office of CBSE, Sector – 5, Panchkula (Haryana) on payment of Rs.100/- (rupees one hundred only) each for disposal of about 1000 Quintal of used Answer Books and 10 Quintal of other waste papers etc. Tender in sealed cover along with the earnest money of Rs.50,000/- (Rupee Fifty Thousand only) through Bank Draft drawn in favour of Secretary CBSE payable at Panchkula should reach on or before 10.10.2011 up to 01.00PM or can be kept in the Tender Box of this office upto 02.00 PM 10.10.2011.

Tender form along with terms and conditions can be purchased from the Cashier, CBSE, Regional Office, Sector 5, Panchkula on any working days or can be downloaded from website [www.cbse.nic.in](http://www.cbse.nic.in)

**REGIONAL OFFICER**

Serial No. ....

**CENTRAL BOARD OF SECONDARY EDUCATION**  
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**SECTOR – 5, PANCHKULA-134109**

F- RO/CBSE/ADMN/PANCHKULA/DISP OF A/B/11

**Price: Rs. 100/-**

**Tender Form**

The duly completed Tender form for disposal of “Raddi” in form of different waste material as per details given below alongwith earnest money of Rs. 50,000/- and addressed to the Regional Office, Sector – 5. CBSE, Panchkula must reach on or before 10.10.2011 up to **01.00 PM** or can be kept in the Tender Box of this office upto **02.00 PM 10.10.2011**.

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:-

<b>Sl. No.</b>	<b>Name of Materials</b>	<b>Quantity (approx.)</b>
<b>(A)</b>	<b>Used Answer Books</b>	<b>100000 kg</b>
<b>(B)</b>	<b>Waste papers</b>	<b>2000 Kg</b>

The tender will be opened by the Committee constituted by the Board on \_\_\_\_\_ at **04.00 PM** in 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**

Encls: Terms and Conditions alongwith 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. 50,000/- in addition to EMD of Rs. 50,000/- 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. 50,000/- and the additional security money of Rs. 50,000/- shall stand forfeited.
9. Sample of different items can be seen at Regional Office, Panckkula office hours (9.00 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/Obsolete books & Publications etc. of the Board should be Used only for preparation of pulp/lugdi and no paper/book be used for preparing of envelops 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. 100/-

Sr. No. ....

**RATES FOR ITEMS**

I/We/M/s. .... hereby submit tender for the purchase of Used/Blank Answer Books/old papers/obsolete books and Publications. 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. 50,000/- (Rs. Fifty thousand 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/obsolete books and publications against cash payment in case my/our rates are approved.

I/We also undertake that Board's Used/Blank answer books/old papers/obsolete books and publications 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 and obsolete books and publications 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. ....

Office .....

Resi. ....

Mob. ....

Tender form no.

.....

Purchased vide

Cash receipt no. ....

Dated .....