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CENTRAL BOARD OF SECONDARY EDUCATION
REGIONAL OFFICE, DELHI
PS,1-2, INSTITUTIONAL AREA,PATPARGANJ,
DELHI-110092

TENDER NOTICE-2013

Sealed tenders are invited by CBSE-ROD for **disposal of Raddi, used Answer Books & Waste Paper etc.** The Firms/agencies who are interested to apply, the tender document for this may be downloaded from CBSE Website www.cbse.nic.in from 20/09/2013 to 03/10/2013 upto 1:00 P.M. The last date for submission of tender is **04/10/2013 upto 2:30 P.M.**

**DIRECTOR
REGIONAL OFFICE (DELHI)**

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CENTRAL BOARD OF SECONDARY EDUCATION
REGIONAL OFFICE, DELHI
PS,1-2, INSTITUTIONAL AREA,PATPARGANJ,
DELHI-110092

TENDER NOTICE-2013

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

Description of work	Quantity	Earnest Money	Period to download tender	Date of Deposit /opening the tender	Price of form (Non-refundable)
1.Disposal of used Answer Sheets and other Waste paper material” etc. of R.O. Delhi	Approx 160 Tons	Rs. 30,000/- in the form of Bank Draft drawn in favour of Secretary, CBSE payable at Delhi.	20/09/2013 to 03/10/2013 (1.00 p.m)	04/10/2013 2.30 p.m & opening on 3.30 pm	Rs. 200/-

Date of Opening The Tender:- 04.10.2013 at 3.30 PM.

The tender form along with details of disposable items and terms & conditions can be downloaded upto 1.00 pm from 20.09.2013 to 03.10.2013 from the CBSE website 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 up to 2.30 p.m. on 04/10/2013. 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.

DIRECTOR
REGIONAL OFFICE (DELHI)

Serial No. _____

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

No. R.OD/ADMN/Raddi/2013

Price: Rs.200/-

TENDER FORM-2013

Tender form for disposal of “Raddi” in the form of different waste material as per details given below duly completed and addressed to the Director, 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 04/10/2013 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) 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: -

S. No	NAME OF MATERIAL	QUANTITY Approx.)
(A)	Used Answer Books including continuation Sheets other waste paper (Material to be lifted from PS, 1-2, Institutional Area, Patparganj in the Month of November/ December 2013)	160 Tons

**DIRECTOR
REGIONAL OFFICE (DELHI)**

Encl: Terms and conditions along with Rate Form

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 payment.
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. 04/10/2013 upto 2.30 P.M.**
5. **The quantity of 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. 30,000/- and the additional security money of Rs.25,000/- shall stand forfeited.**
9. Tender form fee Rs. 200/- should be deposited separately to CBSE by B.D in favour of Secretary, CBSE, Delhi
10. Sample of different items can be seen at the PS,1-2, Institutional Area, Patparganj Delhi after the approval of following officers:

(a)Used Answer Books and other Waste material of ROD	Assistant Secy.(A.B.Cell X & XII) 1 st & 2 nd floor ROD CBSE, Patparganj, Delhi-110092
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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 PAN (Permanent Account Number) of the firm_____

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.

The conditions mentioned at **S.No. 1 to 17** are acceptable to me /us.

A Bank Draft of Rs.30,000/- (Rs. Thirty thousand only) in favour of Secretary ,CBSE Delhi is enclosed vide Bank Draft No. _____ dated _____ as earnest money.

Signature_____

Name of agency_____

Dated_____

Stamp _____

Phone No. OFF _____

Mobile _____

Residence _____

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 ITEMS- 'A

I /We/ M/s _____ hereby submit tender for the purchase of used Answer Books / Empty Envelopes and other waste paper etc.

MATERIAL OF REGIONAL OFFICE: DELHI

S.No.	NAME OF ITEM (S)	RATES PER QUINTAL
1	Used Answer Books including continuation sheets, graphs maps etc. (Main & Comptt).	Rs. _____ Rs.(In words) _____
2	Other waste paper and slips including examiner Proforma, award list, acceptance letter etc.	Rs. _____ Rs.(In words) _____
3	Old unused Question paper	Rs. _____ Rs.(In words) _____
4	Empty cloth line envelopes	Rs. _____ Rs.(In words) _____
5	Used Drawing sheets.	Rs. _____ Rs.(In words) _____
6	Flair Slips Class X/XII	Rs. _____ Rs.(In words) _____

Authorized Signatory _____

Name /stamp of agency _____