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CENTRAL BOARD OF SECONDARY EDUCATION
(Regional Office)
(An autonomous Organization under the Union Ministry of HRD, Govt. of India)
Todarmal Marg, Ajmer (Raj.) – 305001

F-26/CBSE/RO (AJM)/ADMN.II /Raddi/2014

TENDER NOTICE

Sealed bids are invited from the reputed paper mills and waste paper contractors for disposal of used/unused Answer Books, List of candidates etc. of approx. 90 tonnes (weight may vary). The tender form along-with Terms and Conditions can be obtained from the cashier of the Board's Regional Office, Todarmal Marg, Ajmer, **on any working day up to 1:00 P.M. on or before 09-06-2014** against cash payment of Rs. 200/- (non refundable) or can be **downloaded within the same period from CBSE website www.cbse.nic.in** and form fee may be deposited through DD drawn from a Nationalized bank in favor of Secretary, CBSE payable at Ajmer. Last date of submission of duly filled form is **09-06-2014 (upto 3:00 P.M.)**

REGIONAL DIRECTOR



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Price : Rs : 200/-

TENDER FORM

(For Disposal of “Raddi” of Exam-2014)

Tender Date Schedule

	Date	Time
Last date of submitting the tender	09-06-2014	3:00 PM
Date of Opening the tender	09-06-2014	4:00 PM

Earnest Money

Rs.20,000/- payable in the shape of Bank Draft in favour of the “Secretary, CBSE payable at Ajmer. **No tender form without D.D. of earnest money shall be entertained.**

M/s _____ is hereby authorized to submit its tender in response to the notice published in news papers for purchase of “**Raddi**” detailed below.

The approximate quantity of material for sale is as follows. The quantity shown are indicative only and actual weight may vary

<u>Sl No.</u>	<u>Name of Materials</u>	<u>Quantity (approx.)</u>
(A)	Used /Un-Used Answer Books	70 Tonnes
(B)	Records of Evidence of Assessments of CCE/2014	6 Tonnes
(C)	List of candidates & Pvt. Forms	2 Tonnes
(D)	Filled –in Application forms for issuing dupl. documents	2 Tonnes
(F)	Verification reports	2 Tonnes
(G)	Misc. Papers- Memos/Discrepancy letters/reminders etc.	2 Tonnes
(H)	Obsolete Books/Publication	10 Tonnes

The bids shall be opened by the committee constituted by the Board on 09-06-2014 at 4:00 PM in the presence of those bidders 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 without notice.

Regional Director

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. 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.
2. All arrangements for packing it in Hessian bags including manpower shall have to be made by the purchaser at his own cost.
3. Each item of the tender shall be dealt-with separately and accordingly 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 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 to Three 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 10,000/- in addition to EMD of Rs. 20,000/-** before lifting the Used//Blank answer books. This will, however be adjustable while lifting the last installment of Used/Blank answer books etc. In case of any default or breach of conditions stipulated above the earnest money of Rs 20,000/- and the additional security money of Rs 10,000/- shall stand forfeited.
9. Sample of different items can be seen at the Regional Office, Ajmer during office hours (9.00 AM to 05.30 P.M.).
10. Decision of the Chairman of the CBSE in all matters concerning the tender will be final and binding on all.
11. 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 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.
12. The validity of the rates will be for one year from the date of issue of work order and can be extended for one more year with mutual consent of the parties.
13. PAN (Permanent Account Number) must be mentioned in the Tender-Form.
14. The Competent Authority of the Board has a right to cancel all or part or any tender without assigning any reason thereof.
15. All the material have to be lifted on ‘as is & where is’ basis including the list of candidate which has to be lifted alongwith hard board binding
16. The jurisdiction for all kind of disputes will be Ajmer only.

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

Signature _____

Name of the agency _____

Stamp

Dated _____

Cost of the tender Rs 200/-

Sr. No-----

RATES FOR ITEMS

I/We/M/s. _____ hereby submit tender for the purchase of Used/Blank Answer Books/old papers/obsolete books & Publications etc.

I/We quote the rates as under :

REGIONAL OFFICE : AJMER

Sl.No	Name of Item(s)	Rates (Per Quintal)
01	Used/Un-Used Answer Books	Rs. _____ Rs.(In words) _____ _____ _____
02	Records of Evidence of Assessments of CCE/2014	Rs. _____ Rs.(In words) _____ _____ _____
03	List of candidates & Pvt Forms (with hard board)	Rs. _____ Rs.(In words) _____ _____ _____
04	Filled -in Application forms for issuing dupl. documents	Rs. _____ Rs.(In words) _____ _____ _____
05	Verification reports	Rs. _____ Rs.(In words) _____ _____ _____
06	Misc. Papers- Memos/Discrepancy letters/reminders etc.	Rs. _____ Rs.(In words) _____ _____ _____
07	<u>Obsolete Books & Publication</u>	Rs. _____ Rs.(In words) _____ _____ _____

Authorised Signatory: _____

Name/Stamp of Agency: _____

All the terms and conditions given overleaf are acceptable to me/us. A Bank Draft of Rs 20000/- (Rs Twenty Thousand only) in favour of Secretary, CBSE, Ajmer is enclosed bearing Sl. no. _____ dated _____ payable in favour of Secretary CBSE, Ajmer, as earnest money.

I/We undertake to purchase Board's used /old blank answers 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. bidder and the Board, for which I/We also undertake the necessary action.

Signature of Bidder(s)

Address _____

Phone no. _____

Office _____

Resi. _____

Mob. _____

Tender form no. _____

Purchased vide _____

Cash receipt no. _____

Dated _____

PAN No. _____