

CENTRAL BOARD OF SECONDARY OF EDUCATION

**JEE Unit, DELHI
482, F.I.E.,PATPARGANJ,
DELHI-110092**

TENDER NOTICE-2014

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

Description of work	Quantity	Earnest Money	Period of sale tender	Date of opening the tender	Price of form (Non-refundable)
1. Disposal of used "Answer Sheets (OMR and Drawing sheets)"	Approx 18 Tons	Rs. 30,000/- in form of BD drawn in favour of Secretary , CBSE payable at Delhi.	27/01/2014 to 03/02/2014 (From 10:00 a.m. to 1.00 p.m)	03/02/2014 at 3:30 p.m	Rs.100/-
2. Disposal of "Registration Form"					
3. Disposal of "Attendance Sheet"					
4. Disposal of "Empty Envelopes"	100 KG				
5. Disposal of "Empty Trunks"	Approx 12 Tons				

The tender form along with details of disposable items and terms & conditions can be downloaded from the CBSE website www.cbse.nic.in. The Downloaded forms from the website should accompany a bank draft of Rs. 100/- in favour of Secretary, CBSE, Delhi, Payable at Delhi.

The tender form complete in all respect along with EMD, duly sealed & supercribing 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 03/02/2014. 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 reserves the right to accept or reject any or all the Tenders without assigning any reason. Incomplete & conditional tender or tenders without EMD will be summarily rejected.

EXECUTIVE DIRECTOR

CENTRAL BOARD OF SECONDARY EDUCATION
JEE Unit, DELHI
482, F.I.E., PATPARGANJ,
DELHI-110092

No.JEE/ADMN/2/2014

Price: Rs.100/-

TENDER FORM-2014

Tender form for disposal of "Raddi" in the form of different waste material as per details given below duly completed and addressed to the JEE Unit, 482, F.I.E, Patparganj, Delhi-110092 must be put in the Tender Box kept at the ground floor of this office on or before 03.02.2014 up to 3.30 pm.

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 24/01/2014 and on CBSE website for the purpose of (1) Used Answer Books (OMR Sheet and Drawing Sheet), (2) Registration Form, (3) Attendance Sheet, (4) Empty envelopes and (5) Empty Trunks.

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 (OMR Sheets and Drawing Sheets) (Material to be lifted from 482, F.I.E., Patparganj in the Month of January 2014)	18 Tons
(B)	Registration Form (Material to be lifted from 482, F.I.E., Patparganj in the Month of January 2014)	
(C)	Attendance Sheet (Material to be lifted from 482, F.I.E., Patparganj in the Month of January 2014)	
(D)	Empty Envelopes (Clothlined and laminated) (Material to be lifted from 482, F.I.E., Patparganj in the Month of January 2014)	100 KG
(E)	Empty Trunks (Material to be lifted from PS 1-2, Institutional Area, Patparganj, Delhi 110092)	12 Tons

EXECUTIVE DIRECTOR

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. 03/02/2014.
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 JEE Unit, as mentioned against at page no.4 & 5 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. 100/- should be deposited separately to CBSE, in case of download.
10. Sample of different items can be seen at the 482, F.I.E., Patparganj Delhi after the approval of following officers:
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, 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 printed “Raddi” of JEE will be sent directly to the nearest paper mill and certificate of pulp be obtained from the mill. The committee members will also accompany upto the mill.
15. The validity of the rates will be for one year from the date of issue of work order.
16. PAN (Permanent Account Number) of the firm_____
17. The competent authority of the Board has a right to cancel all / or part or any tender without assigning any reason thereof.
18. The jurisdiction for all kind of dispute will be Delhi / New Delhi.

The conditions mentioned at **S.No. 1 to 18** 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
Residence
Mobile

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 / Registration Form/ Attendance Sheet/ Empty Envelopes and Empty Trunks.

MATERIAL OF JEE UNIT, CBSE: DELHI

S.No.	NAME OF ITEM (S)	RATES PER QUINTAL
1	Used Answer Books (OMR Sheets and Drawing Sheets)	Rs. _____ Rs.(In words) _____
2	Registration Form	Rs. _____ Rs.(In words) _____
3	Attendance Sheet	Rs. _____ Rs.(In words) _____
4	Empty envelopes	Rs. _____ Rs.(In words) _____
5	Empty Trunks	Rs. _____ Rs.(In words) _____

Authorized Signatory _____

Name /stamp of agency _____

