

# **MAHARSHI DAYANAND UNIVERSITY ROHTAK**

## **TENDER FOR AUCTION OF WASTE PAPER**

**Sealed bids superscribed as “Tender for Auction of Waste Paper” alongwith DD of Rs. 50,000/- ( Rs. Fifty Thousand only ) as Earnest Money in favour of Finance Officer, Maharshi Dayanand University, Rohtak are invited from paper mills and others through registered/ speed post by 27.08.2018.**

**The tender shall be valid for one year. For details may visit University Website i.e. [www.mdurohtak.ac.in](http://www.mdurohtak.ac.in).**

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REGISTRAR**

# MAHARSHI DAYANAND UNIVERSITY ROHTAK

## Tender forms for assigning the contract for sale of Raddi/Waste papers

Sr. No. \_\_\_\_\_

Advertisement No. \_\_\_\_\_

Tender Form issued to M/s \_\_\_\_\_

For assigning Raddi contract for the year 2018-19.

### Signature and Stamp of Issuing Officer

#### **(i) Conditions of Eligibility**

1. The Firm/Agency must be registered with the competent authority under the appropriate Act/Rules for carrying on business relating to manufacturing/marketing of paper/board and other related activities.
2. The agency/firm should submit a proof of having an annual turn-over of Rs. 2.00 crore or above relating to manufacturing/trade in paper and/or paper board during each of the last three years. Proof to be duly certified by a registered Chartered Accountant/Firm.
3. Proof of latest Income Tax Return Filed.
4. Permanent Account No. (PAN) under Income Tax Act.
5. Proof of Registration for sales Tax, State or Central Excise Duty etc.
6. Firm/Agency must enclose a Demand Draft of Rs. 50,000/- drawn on any scheduled bank as earnest money in favour of the "Finance Officer, MDU, Rohtak". The earnest money in any other form shall not be accepted.
7. Conditional Tender shall be rejected.

#### **(ii) General Terms & Conditions**

1. Tender Form is not transferable.
2. Two bid systems shall be followed. Accordingly, the agency/firm shall submit Technical Bid with a draft of Rs. 50,000/- and financial Bid in two separately sealed envelopes and both these envelopes shall then be sealed in the third envelope. The envelope must be marked as:
  - (i) Technical Bid for Contract for Sale of Raddi
  - (ii) Financial Bid for Contract for Sale of Raddi. And
  - (iii) Tender for Contract for Sale of Raddi at MDU, Rohtak
3. All contents of each of the two envelopes shall be page-numbered and signed by the bidder/authorized signatory of the firm/agency.
4. The successful bidder shall be required to deposit an amount of Rs. 2.5 lacs as security which will include the amount of earnest money. No interest shall be payable on the amount of security and it will be released on request within one month after completing the contract period.
5. The earnest money of the unsuccessful agency/firm shall be returned on completion of the process.

6. The firm/agency shall be required to lift the raddi on a 7 days notice by the University in writing. If the needful is not done within the stipulated period, a penalty of Rs. 1000/- per day would be charged for further period of one week. If the needful is still not done within the extended period of one week, with penalty, the amount of security deposit shall be forfeited and this arrangement stand terminated.
7. In case of any dispute relating to this contract arising during the contract period, the matter shall be referred to the Arbitrator to be appointed by the Vice-Chancellor whose decision shall be binding on both parties.
8. The concerned agency/firm shall be bound to lift the raddi on "as is where is basis" and no shifting or segregation of material shall be allowed. Depending on the quantity of material, estimated above money as intimated by the University shall be deposited by the firm before lifting the raddi. The Amount/money shall be deposited through Demand Draft or in cash with the University Cashier and the original receipt should be submitted as proof.
9. The firm/agency shall pay for weighing, lifting/loading of raddi in the presence and under the supervision of University officials/officers.
10. The weighing of the raddi shall be got done in the presence of a Committee constituted by the University for the purpose at a 'Dharam Kanta' approved by the Municipal Corporation, Rohtak.
11. Any other condition as may be deemed appropriate shall be announced at the time of opening of tenders in the presence of bidders.
12. The contract for lifting Raddi shall be for one year from the date of actual award of the contract.
13. The sealed Tenders, complete in all respects must reach the Registrar, M.D. University, Rohtak (Haryana)-124001, latest by \_\_\_\_\_ upto \_\_\_\_\_ and opened in the presence of tenderers/ their representatives at \_\_\_\_\_ on \_\_\_\_\_.
14. Rates should be carefully filled up without any cutting, erasure or overwriting, both in words and figures.
15. The decision of the University authority shall be final to accept or reject any bid without assigning any reason.
16. There are also other terms and conditions as may be considered necessary for execution of this contract which shall be provided separately in an agreement to be signed/executed by the firm/agency in writing on a Non-Judicial Stamp Paper of Rs. 100/-
17. The cost of the Tender Form shall be Rs. 5,000/-. This amount shall be required to be deposited at the University Cash Counter or by Bank Draft drawn in favour of "Finance Officer, MDU, Rohtak and submitted alongwith a request for supply/issue of Tender Form which should be made on official letter Pad of the firm.
18. The firm/agency should quote their rates against each of the following items:-

<b>Items</b>	<b>Rates (Rs.)</b>
Used Answer Books/Sheets	
White Cutting	
Question Papers	
Books	
Old Newspapers	
Khakhi Envelops	
Coloured Press Cuttings	
Magazines/ Journals	
Other Material	
Mult	

Note: Used Answer Books shall constitute about 80% of the total quantity of Raddi generated during the year.

19. The firm shall execute an agreement with the University on a Non-Judicial Stamp Paper of Rs. 100/- to be purchased and submitted by the former.
20. In case the firm/agency quoting the highest, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> highest and so on but declines to accept the offer, the earnest money of such firm(s) shall be forfeited and the firm(s) shall be black-listed by the University for any kind of dealing in future.
21. The agency shall append the following declaration with the tender:-

**DECLARATION**

I/We (Name) \_\_\_\_\_ do hereby solemnly affirm and declare that the facts stated in the Technical Bid No. \_\_\_\_\_ dated \_\_\_\_\_ are correct and true to the best of my/our knowledge and belief and that nothing has been concealed therein. In case of any concealment or misrepresentation detected at any stage, I/We will be liable to legal action under Section 182 and Section 415 read with Section 417 and 420 of the Indian Penal code as the case may be.

\_\_\_\_\_  
(Signature of the Quotee)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Name \_\_\_\_\_  
\_\_\_\_\_