



National Institute of Open Schooling

**MINISTRY OF HRD, GOVT. OF INDIA
REGIONAL CENTRE, RANCHI**

TENDER NOTICE

(Quotation for pulping old Answer Books, Waste papers etc.)

The National Institute of Open Schooling (NIOS), Regional Centre, Ranchi invites sealed quotations for sale of waste papers, old books, newspaper, magazines and old answer books etc. for pulping. The sealed quotations can be submitted by the interested parties only in the prescribed Proforma. The prescribed Proforma and terms and conditions etc can be downloaded website : www.niosrcranchi.org.in. The last date for receipt of Sealed Quotation at NIOS Regional Centre, Ranchi is 12.10.2019 upto 01.00 PM.

Regional Director

Office Address :

National Institute of Open Schooling

REGIONAL CENTRE, RANCHI

Zila School Hostel Premises,
(Near Shaheed Chowk) Ranchi,
Jharkhand – 834001

From:

**Regional Director,
National Institute of Open Schooling
Zila School Hostel Premises,
(Near Shaheed Chowk) Ranchi,
Jharkhand – 834001**

*** Last Date for receipt at Sealed Quotation
is 12.10.2019 upto 1.00 P.M.**

***Opening of the Sealed Quotation will take
place on 13/10/2019 at 3.00 PM at the above
address.**

To

M/s _____

**Sub: To dispose off used/ unused Answer Books of previous examinations, old Question papers,
waste paper, old Prospectus, magazine and newspaper etc.**

Sir,

On behalf of National Institute of Open Schooling sealed Quotations (sealed in double cover) are hereby invited for lifting of above items for pulping, as per Annexure-I along with an earnest money of Rs.2,000/- (Rupees Two Thousand only) on the following terms and conditions.

TERMS AND CONDITIONS:

1. The highest rates accepted for pulping will be valid up to **13.10.2019**. The term can be extended further only on receiving written consent from the firm/ tenderer.
2. The physical inspection of above items, quantity etc. to be lifted for pulping can be made available to the interested parties on any working day (Monday to Friday) between 10.00 AM and 5.00 PM at the Regional Centre, Bhubaneswar.
3. The Earnest Money of Rs.2,000/- (Rupees Two Thousand only) should be deposited by way of Bank Draft drawn in favour of the **Secretary, NIOS, Payable at Ranchi** along with the Sealed Quotation as per Annexure-I, without which the quotations will not be considered.
4. The sealed Quotation alongwith requisite EMD duly sealed in double cover should be dropped in the Box available at the Main Entrance of the National Institute of Open Schooling, Regional Centre, Ranchi by **12.10.2019 up to 1.00 PM**.
5. Opening of sealed Quotation will take place on **13.10.2019** at **3.00 PM** in the NIOS Regional Centre in the presence of the representative of the firms/ tenderers, who may wish to be present at that time. No separate intimation thereof will be sent/ to the firms/ tenderers in this regard.
6. Amongst the tenderers the highest rate quoted against each group will be considered for acceptance.
7. The firm(s) whose highest rates offer is accepted will have to deposit 90% of the estimated cost of the item(s) to be lifted to the Regional Director, National Institute of Open Schooling, Ranchi by way of Bank Draft drawn in favour of the Secretary, NIOS, payable at Ranchi prior to lifting of the item(s) for pulping.

8. The firm(s) will have to fix the date and time of lifting of waste material with the authorized committee of the National Institute of Open Schooling. Lifting of waste material will be allowed in the presence of the Committee.
9. For weighing of the goods/item(s) the facilities of Dharma Kanta available nearby to Regional Centre should be used. The payment for this purpose will be made by the firm(s).
10. Prior to weighing of the materials, the weighing of the vehicle in which the goods will be loaded is required to be carried out.
11. Earnest Money Deposit as well as 90% estimated cost of goods deposited by the firm(s) to National Institute of Open Schooling will be liable to be forfeited, if the materials are not lifted by the firm as per the schedule fixed by the authorized Committee of National Institute of Open Schooling.
12. No labour or labour charges for loading-unloading of the goods required to be lifted, will be provided by National Institute of Open Schooling.
13. A Certificate in respect of re-pulping of papers is to be submitted by the agency within 15 days of lifting the materials to the Regional Director, NIOS, Regional Centre, Ranchi.
14. National Institute of Open Schooling reserves the right to reject any or all the Tenders/ Quotations without assigning any reason thereof.
15. The firm (s) will have to lift the goods irrespective of the quantity of goods available, which may be small or huge.
16. For any dispute, if arises, an Arbitrator will be appointed by the NIOS competent authority, whose decision will be final. The court's jurisdiction for any dispute will be at Ranchi.

(Regional Director)

Annexure – I

To be admitted by the firm/ tenderers on letter head only and inserted in NIOS Tender Box only (Sealed in double cover).

Letter No. F-584-21/2016/NIOS/RC-RANCHI/Admn./Weed out/

Dated 28.09.2019

To
Regional Director,
National Institute of Open Schooling
Regional Centre, Ranchi
Zila School Hostel Premises,
(Near Shaheed Chowk)
Ranchi,
Jharkhand – 834001

Subject : To dispose off used/ unused Answer Books of previous exams, old Question papers, waste paper, old Prospectus, magazine and newspaper etc. for re-pulping..

Sir,

Having gone through the terms and conditions of the tender on the subject cited above, we M/s. _____ hereby quote our higher competitive rates as under.

Rate per Quintal

Group I

NIOS Magazines

(in figure)

(in words)

Old Prospectus, Library Magazines

Rs..... (Rupees.....)

Group II

Used/Unused

Answer Sheets and Continuation Sheets
& Question Paper

Rs.....(Rupees.....)

Group III

Waste paper, waste File covers,

Wasted envelopes all kinds

Note sheets, Old Newspapers etc.

Rs.(Rupees.....)

We further agree to abide by the terms and conditions contained in the Tender document from Para 1 to 16.

The EMD in the shape of Bank Draft of Rs. _____ (.....) bearing no. _____ dated _____ Drawn on..... (Bank) in favour of the Secretary, NIOS, Ranchi is enclosed.

Thanking you,

Yours faithfully,

Signature:

Name :

Designation:

Seal of the firm: