



OSMANIA UNIVERSITY

HYDERABAD – 500007, INDIA

Ten. Not. No.712/DIS/Paper Scrap/2022

Date:24-03-2022

TENDER NOTIFICATION FOR DISPOSAL OF ANSWER SHEETS PAPER, WASTE PAPER, NEWS PAPER, BOOK AND CUTTING PAPER VARIOUS COLLEGES/DEPARTMENT/CENTRE'S OF OSMANIA UNIVERSITY CAMPUS

The Registrar, Osmania University invites sealed tender for the sale of answer Sheets paper, waste paper, news paper, books and cutting paper scrap lying in various Colleges/Departments/Centre's of Osmania University through tender-cum-auction, on “AS IS WHERE IS BASIS” condition. The detailed notification is available in the University website www.osmania.ac.in.

Sd/-
REGISTRAR,
OSMANIA UNIVERSITY.



OSMANIA UNIVERSITY
HYDERABAD – 500007, INDIA

Ten. Not. No. 712/DIS/Paper Scrap/2022

Date: 24-03-2022

TENDER NOTIFICATION FOR DISPOSAL OF ANSWER SHEETS PAPER, WASTE PAPER, NEWS PAPER, BOOK AND CUTTING PAPER VARIOUS COLLEGES/DEPARTMENT/CENTRE'S OF OSMANIA UNIVERSITY CAMPUS

Sub: -Osmania University – Disposal of different types of paper scrap “AS IS WHERE IS BASIS” -Tender Notification – Regarding.

Part – I
TENDER SCHEDULE

1. Name of the Tender : Disposal of paper scrap lying in various Colleges/Dept/Centre's of Osmania University.
2. Sale of Tender Schedule : 24-03-2022 to 31-03-2022
3. Closing date and time : 31-03 -2022 by 2.00 P.M.
(For receiving duly filled in tender bids)
4. Submission of Tender bids : Tenders in two parts (i) Technical bid (Annex-I) and (ii) Commercial bid (Annex-II) should be submitted in separate sealed covers at Office of the Infrastructure, Administrative Building, OU
5. Date, Venue & Time of opening: 07-04-2022 at 03.00 P.M in Committee Room, Administrative Building, OU
6. Earnest Money Deposit (EMD) : EMD of Rs. 10,00,000/- (Rupees Ten Lakhs only) Payable through demand draft in favour of Registrar, OU. The Tenders without accompanying demand drafts or insufficient demand drafts will not be considered and will be summarily rejected.
7. Application Fee : Rs. 10,000/- (Rupees Ten Thousand only) Payable through demand draft in favour of Registrar, OU. The Tender without accompanying Application cost will not be considered and will be summarily rejected.

Sd/-
REGISTRAR

(PAPER SCRAP MATERIALS)

S.NO	DeSheetion of Paper Scrap	Department
1.	Answer Sheet Paper	Examination Branch, Osmania University
2.	Waste Paper Scrap	National Service Scheme Nizam College, Basheer Bagh P.G College, Secunderabad
3	Old Books Scrap	P.G College Secunderabad
4.	News Paper /Magazines	Various Departments
5.	Cutting Paper Scrap	Department of Press & Publications, OU

The intending bidders have to submit sealed offers in the enclosed proforma and as per the schedule notified elsewhere, Osmania University reserve the right to reject.

REGISTRAR
OSMANIA UNIVERSITY

PART – III
TERMS & CONDITIONS

1. All the rates shall be filled up in figures as well as words in English only without fail.
2. The rates and amount against each item shall be filled up only in the tender form issued to the tender.
3. The Tender shall be accompanied by the EMD of Rs. 10,00,000/- (Rupees Ten Lakhs Only) and Application cost of Rs. 10,000/- (Rupees Ten Thousand only) non refundable.
4. The Tender shall be duly signed by the competent person.
5. Period of sale of tender forms from 24-03-2022 to 31-03-2022 between office hours.
6. Preference will be given to the bidders who lift all the materials at once.
7. The Bidders can quote the individual item also.
8. Tender below minimum reserve price shall not be accepted.
9. The bidder shall clear the material out of the premises at its own arrangements/cost, etc.
10. All the intending bidders may inspect the scrap put up for disposal during the working hours of the University. In any case it will be presumed that they have inspected and verified themselves about the material before quoting.
11. The tender will be rejected if the rate is not above the MRP (Minimum reserve price) as decided by the competent authority.
12. University reserve the right to reject/partly accept, any or all offers without assigning any reasons whatsoever.
13. If any bidder emerges as highest bidder for any items and if the bidder does not lift any of the material within stipulated time, mentioned in the purchase order the WHOLE EMD OF THE BIDDER SHALL BE FORETITTED.
14. The sale of the scrap items shall be on the basis of the highest rates quoted for the items.
15. The highest bidder is required to deposit the estimated total value within 3 working days after opening of tender and before lifting the material, failing which the entire EMD of such bidder shall be forfeited and university shall be free to offer it to the next bidder or to cancel the tender.
16. The material shall be lifted on the basis of actual measurement/weight taken in the presence of the representative of University after payment of the balance if any for the total value of the items offered to such bidder.
17. The standard process (Rates) will be valid for one year subject to timely approval of the competent authority for the scrap available elsewhere in the University.
18. Taxes if any @ % direct or indirect (if any) will be charged extra as per prevailing rate on MRP of the scrape material.

Sd/-
REGISTRAR,
OSMANIA UNIVERSITY



OSMANIA UNIVERSITY
HYDERABAD – 500007, INDIA

Ten. Not. No. 712/DIS/Paper Scrap/2022

Date:24-03-2022

TENDER NOTIFICATION FOR DISPOSAL OF ANSWER SHEETS PAPER, WASTE PAPER, NEWS PAPER, BOOK AND CUTTING PAPER VARIOUS COLLEGES/DEPARTMENT/CENTRE'S OF OSMANIA UNIVERSITY CAMPUS

Bidder Details

S.NO	GENERAL PARTICULAR	
1.	Name of Firm/Individual	
2.	Type of Dealer (Manufacturer/Supplier/Dealer/Distributors)	
3	Registered Address & Communication Address	
4.	Contract Person with Contract No	
5.	Email Id	
7.	PAN No.	
8.	GST NO.	
9	Any other Information	
10	Signature & Seal	

DISPOSAL OF IN ANSWER SHEETS PAPER, WASTE PAPER, NEWS PAPER, BOOK AND
CUTTING PAPER VARIOUS COLLEGES/DEPARTMENT/CENTRE'S OF OSMANIA UNIVERSITY
CAMPUS OSMANIA UNIVERSITY

LETTER SUBMITTING TENDER

To,
The Registrar
Osmania University.
Hyderabad - 500 007

Sir,

With reference to your tender notice dated 24/03/2022 we hereby submit my/our bid
as follows

S. No.	Description of items	Minimum Reserve Price	Quoted Price	Quoted price in words
1.	ANSWER SHEET	Rs. 23		
2.	WASTE PAPER	Rs. 21		
3.	OLD BOOKS	Rs. 21		
4.	NEWS PAPER/MAGAZINE	Rs. 18		
5.	CUTTING PAPER	Rs. 20		

The rates quoted above are exclusive of all taxes. Taxes will be extra as per rates applicable.
Columns are to be filled in by the bidder.

1. Name of the Bidding Firm/Individual :

2. Name of the Representative :

3. Address with Contact No :

4. Particular of EMD Paid : DD No.:_____ Dt: _____

Amount: _____ Bank_____

We have read and understood and accept all the terms and conditions stipulated in the tender form.

Signature & Seal of the Bidder

Place:
Date: