

NOTICE INVITING TENDERS



1. Registrar, Dr. B.R. Ambedkar University, Srikakulam invites tender for disposal of old used Examination Answer booklets and OMR Sheets.
2. Sealed Tenders, duly super scribed "Tender for disposal of old used Examination Answer booklets and OMR sheets at Dr. B.R. Ambedkar University, Srikakulam" and addressed to "**The Registrar, Dr. B.R. Ambedkar University, Srikakulam**" are invited so as to reach the Registrar's office, Ambedkar University Srikakulam **not later than 14:30 hours on 05-12-2019**. Tenders received after stipulated date/time shall not be entertained. **The tenders will be opened on the same day at 16:30 hours** in the presence of the Bidders or their authorized representative(s) who may like to be present.
3. Detailed information/terms and conditions for the purpose can be downloaded from **www.brau.edu.in**

(Sd/-)
Registrar,
Dr. B.R. Ambedkar University,
Srikakulam

Dated:



Registrar, Dr. B. R. Ambedkar University, Srikakulam
Etcherla (AP) - 532 410

www.brau.edu.in

BID DOCUMENT FOR DISPOSAL OF OLD USED EXAMINATION ANSWER BOOKLETS
To be addressed to: The Registrar, Dr. B.R. Ambedkar University, Srikakulam, Etcherla – 532 410
Andhra Pradesh

Phone no.:08942-240900, 240988

No. BRAU/1/2019-20/Scrap committee

TERMS & CONDITIONS FOR THE DISPOSAL OF USED EXAMINATION ANSWER BOOKLETS AT Dr. B. R. AMBEDKAR UNIVERSITY, SRIKAKULAM, ETCHERLA -53410, A.P

1. The tenders should be submitted in sealed covers. Open tenders will be rejected.
2. The materials offered for disposal is on “AS IS WHERE IS & WHAT IS BASIS” Ex-godown in unpacked condition. Taxes & duties that may be levied by the Govt. will be extra as applicable and shall be borne and deposited by the highest successful bidder before lifting of material. GST as applicable will have to be deposited by the highest bidder over and above the bid amount before lifting the material.
3. The purchaser may inspect the material **25th, 26th, 27th November, 2019 from 10:30 A.M to 12 :00 PM** with Section Officers (Examination Section) to satisfy themselves about the quality & condition of the materials offered. No complaint whatsoever will be entertained after the tenders are submitted or before or after materials are lifted. No request for samples or inspection after submission of the tender will be accepted.
4. Tenders should clearly quote their rates for single lot in complete as asked for both in figures and in words exclusive of any taxes and duties. Any overwriting in rates or any change and/or alteration without attestation is liable to culminate in the outright rejection of the tender. In case there is any error between the amount specified in figures and words, the higher of the two will be taken for consideration.
5. Tenders should be valid for a period of 45 (Forty five) days from the date of opening of the tenders. Tender document / form as at Annexure ‘A’ is enclosed for filling.
6. Earnest Money deposit of **Rs. 10,000.00 (Rupees Ten thousand only)** should be deposited in the form of Demand Draft payable in favour of Registrar, Dr. B. R. Ambedkar University, Srikakulam, Etcherla - 532 410 along with complete Tender Documents. Tenders not accompanied by EMD will be rejected. No interest will accrue on the EMD so deposited.
7. **The Highest successful bidder** shall deposit the balance money less the EMD already deposited, within 5 days from the date of issue of award letter by way of Demand Draft in favour of “Registrar, Dr. B. R. Ambedkar University, Srikakulam”.
8. The material has to be got lifted within 7 working days (except Saturday/Sunday/Holiday) after making of full and final payment by the highest successful bidder. In case the scrap is not lifted within the time specified, ground rent of Rs. 1,000/- (Rupees One thousand only) per day will be charged from the purchaser for a further period of 7 days. The materials not so removed will be treated as abandoned lots and the EMD and other sums paid for the lot will be forfeited without any reference to the purchaser.
9. For such abandoned lots, the University reserves the right to re-sell.
10. The materials will be allowed to be lifted between 9:30 AM to 5.00 PM on any working days. No picking, Choosing or sorting will be allowed in the premises for the disposal lots. No lifting of material will be allowed on Holiday/Saturday/Sunday in any circumstance.
11. Labour, weighing transport and other arrangements will have to be made by the purchaser at their risk, cost and responsibility.
12. The person authorized by the purchaser will be allowed to take delivery.
13. The Dr. B.R. Ambedkar University, authorities reserve the right of withdrawing from the sale of any material or lots at any stage without assigning any reasons thereof.
14. The address given in the tender shall be deemed to be the Purchaser’s address and correspondence sent on that address shall be considered to have been delivered to the purchaser. No claim will be entertained for the reason of forfeiture of the sum deposited in case the correspondence is returned back undelivered.
15. The material will be disposed off in a lot manner and the bidders will have to submit **price for one tonne of booklets.**

16. The tenders duly completed as per the instructions given herein will be delivered latest by **05-12-2019** at Registrar, Dr. B.R. Ambedkar University, Srikakulam. The envelope containing bid document should be super scribed as “Tender for old used Examination OMR answer booklets Material” and Addressed to the Registrar Andhra university Visakhapatnam
17. Tenders so received will be opened by Tender Opening Committee in the presence of the bidders, if any at **4.30 P.M. on 05-12-2019**.
18. Registrar, Dr. B.R. Ambedkar University, Srikakulam, reserves the right to Cancel the Tender of disposal or withdraw any lot or part thereof from the sale without assigning any reason thereof.
19. **ARBITRATION CLAUSE**
In case of dispute or difference, the matter will be referred to Arbitrator to be appointed by Registrar, Dr. B.R. Ambedkar University Sriakakulam as per Indian Law. The venue of the arbitration shall be Etcheral-532410, Srikakulam District only.
20. **JURISDICTION**
In case of dispute or difference, the matter will be referred to Arbitrator to be appointed by Registrar, Dr. B.R. Ambedkar University, Srikakulam as per Indian Law.
21. This Tender and Bid Document are non-transferrable.
22. The bid document / tender submitted by the bidder shall remain valid for a period of 45 days from the date of submission of tender document.

Sd/-
Registrar,
Dr. B. R. Ambedkar University,
Sriakakulam

PROFORMA FOR SUBMITTING LOTS

S.NO		Earnest Money Detail for each LOT
LOT 1	Offer price per tonne of OMR Booklets and OMR Sheets	Rs. 10,000/- (MENTION EMD DETAIL) DD NO. DATE OF DD: BANK NAME:

I hereby declare that all the material marked for disposal was shown to me and has been inspected by me before submitting final bid.

Copy of PAN Card Adhaar and Cancelled Cheque to be enclosed Photocopy

Date:

Signature of the bidder/
Signature of Authorized signatory
of the firm along with stamp

**TENDER FORM FOR SUBMITTING FINAL BID AT THE TIME OF SUBMITTING
TENDER**

S.NO		TOTAL BID AMOUNT TO BE QUOTED IN Rs. Per Tonne.
LOT NO. 1	Offer price per tonne of OMR Booklets and OMR Sheets	

Name of the Bidder / Firm _____

Complete address of the firm _____

GSTN of the bidder / firm _____

Bank Detail _____

(Including Account no. Bank name, IFSC Code)

Contact No. / email id of the bidder / firm _____

Date:

Signature of the bidder/
Signature of Authorized signatory
of the firm along with stamp