OFFICE OF THE CONTROLLER OF EXAMINATIONS
JAMIA MILLIA ISLAMIA
Jamia Nagar, New Delhi-110025

Ph: 011- 26981717 Extn: 1410/1450

E-Tender for Disposed off EXAMINATION MATERIAL

NO. NIT-04/COE/RO/JMI/2023-24 Date: 16.06.2023

On behalf of the Vice-Chancellor, Jamia Millia lslamia (JMI), New Delhi, India, online bids are invited from registered Recycler/manufacturer of paper for disposal of old examination material such as used answer scripts, examination forms, question papers, award lists, admission test booklets and copies of results etc. as mentioned in Annexure-B on **page no. 4** "**AS IS WHERE IS**" basis. The company/firm should produce a certificate stating that the firm is a recycler/ manufacturer of paper.

Bid documents with other terms & conditions can download from Website: eprocure.gov.in _and be uploaded along with notified EMD as per following:

EMD (Refundable)	Last date & time for online submission of bids	Venue for submission of EMD
D D of Rs.50,000/- In favour of Registrar, JMI	03.07.2023 by 3:00 pm	Asstt. Registrar (Exams) Office of the Controller of Examinations Jamia Millia Islamia, New Delhi-110025

Eligibility of Bidders-Pre Qualification

(i) EMD Fees
(ii) Copy of Registration as recycler/manufacturer of paper or authorized dealer of manufacturer.
(iii) Copy of PAN/GST/Aadhar Card
(iv) Copy of certificate/undertaking that all the examination material shall be used for the purpose of making pulp by the paper manufacturer.
(v) The bidder should not have been black listed at any time in the past by any of the Departments/Autonomous Institutions/Universities/PSUs of Govt. of India. Affidavit in this regard may be submitted.

Note: - All the scanned documents should be readable and visible, same should be uploaded by the bidders in Tender.

Terms & Conditions

1 All bidders shall be required to deposit an EMD amounting to Rs 50,000/ in the shape of DD in favour of **Registrar, Jamia Millia Islamia, New Delhi to Asstt. Registrar (Exams**), **Office of the Controller of Examinations**, Jamia Millia Islamia, Jamia Nagar, New Delhi 110025. The EMD amount will be returned to the unsuccessful bidders, after the finalization of tender.

2 The successful bidder should submit a Demand Draft Rs. 10, 00,000/- ,as advance immediately at the time of acceptance of offer. Jamia Millia Islamia shall forfeit the EMD in the event of breach of contract by successful bidder. The balance amount is to be paid immediately after the removal of scrap.

3 Only registered Recyclers/paper manufacturers or authorized dealer of manufacturer are required to participate. They will have to submit the copy of valid registration certificate to this effect along with tender documents.

4. The items shall be sold to the bidder quoting Highest Price for entire lot on per kg. rates basis.

5 . Immediately after award of the contract, following activities must be carried out:-

(a) The successful bidder shall be required to lift all the items from the disposal site i.e. Basement Old Examination Building, Office of the Controller of Examinations, Jamia Millia lslamia, Jamia Nagar, New Delhi 110025 to his premises within 10 (ten) working days after payment of total money.

(b) The successful tenderer shall take the responsibility to set right any damages caused during lifting of materials to the satisfaction of the concerned authority. On failure to do so, the entire EMD shall stand forfeited and items will be disposed to the second highest bidder.

6. Rates should be quoted on weight basis in Rupees.

7. A penalty of Rs.1,000/- per day will be imposed if the material is not removed from the site within time frame.

8. Tender documents sent by post will not be entertained

9. The university authority reserves the right to reject any or all the bids, if the prices are not found suitable without assigning any reason.

10. Bidders must visit the site (Basement Old Examination Building, Office of the Controller of Examinations, Jamia Millia lslamia, Jamia Nagar, New Delhi 110025) on all working days from **10:00 a.m. to 5 p.m**. from the date of publishing till closing of the tender.

11. The Vice Chancellor, Jamia Millia Islamia is the final authority for settlement of any dispute.

ANNEXURE-A

TECHNICAL BID
(For Reference Only)

E-TENDER FOR DISPOSED OFF USED EXAMINATION MATERIAL

CHECK LIST

SI.No.	Particulars	
1.	Name of the Tenderer	
2.	Address of the Tenderer with e-mail address	
3.	Telephone No./Mobile No.	
4.	Registration as recycler of paper/ paper manufacturer or authorized dealer of manufacturer	
5.	PAN No	
6.	GST No.	
7.	Aadhar Card No.	
8.	Copy of tender document with each page duly signed	
9.	Copy of certificate/undertaking that all the Examination material shall be used for only making pulp by the paper manufacturer.	
10.	EMD Details	

We have inspected the used **EXAMINATION MATERIAL** for disposal and interested to purchase the same on "**AS IS WHERE IS**" basis. Our offer for items is enclosed.

ANNEXURE-B

FINANCIAL BID

List of items to be disposed off

PRICE SCHE DULE

S.No.	Item Description	Rate per kg (weight-wise)	GST 18%	Total rate per kg (weight-wise) inclusive of GST (in Indian Rupees)
1.	Old examination material such as used answer scripts, examinations forms, question papers, award lists,admission test booklets and copies of results etc.			

Note: - Financial Bid will be downloaded and uploaded by the bidders online only in the prescribed excel format available on the system.