



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद् (कॉम्प्लैक्स)  
**Council of Scientific & Industrial Research (Complex)**  
इंस्टीट्यूट ऑफ मैनेजमेंट के सामने लाइब्रेरी एवेन्यू पूसा  
(opp. Hotel Management, Library Avenue, Pusa )  
मानव संसाधन विकास समूह

**Human Resource Development Group**

नई दिल्ली -110012

क्रय विभाग/Purchase Section

**Dated : 30/07/2018**

No. CSIR/Cx/Exam Unit/Paper Disposal/2018

**NOTICE INVITING TENDER**  
**FOR**  
**DISPOSAL OF OLD EXAMINATION PAPERS**

This office is intending to dispose of old examination paper material. It is, therefore, requested to kindly submit your quotation to this office as per the terms and conditions given below.

The Head HRDG CSIR Complex has invited sealed Tender for old Paper Material from interested parties for disposal of old examination Material on **AS IS WHERE IS BASIS** material in closed/sealed covers with wax/cello tape/ company seal from the e-waste venders/local registered vender for the disposal of the lots item(s):

The quotation must be submitted in a sealed cover addressed to Head, HRDG, CSIR Complex, Opp. Hotel Management Institute, Pusa, New Delhi -110012. The cover should be sealed and super scribed with "QUOTATION FOR DISPOSAL OF OLD EXAMINATION PAPERS MATERIAL".

The material can be Inspect /seen at CSIR Complex, near main gate on all working days (Monday to Friday) from **03/08/2018 to 10/08/2018 between 12:00 PM to 4:30 PM** by the interested parties.

Last date for submission of bids is **13/08/2018 upto at 2:30 PM (IST)** which will be opened same day on **13/08/2018 at 3:00 PM** in the presence of bidders who wish to be present at the time of tender opening. Head HRDG CSIR Complex, reserves the right to withdraw any items or lot and to reject any tender fully or partially without assigning any reason.

**TERMS & CONDITIONS**

1. The materials offered for disposal is on 'AS IS WHERE IS & WHAT IS BASIS' Ex-Godown in unpacked condition.

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2. The purchaser may inspect the materials on any working day between 10:00 AM to 01:00 PM **03/08/2018 to 10/08/2018 between 12:00 PM to 4:30 PM** by prior appointment 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 the materials are lifted. No request for samples or inspection after submission of the tender will be accepted.
3. Tenders should clearly quote their rates **Per Kg.** as asked for both in figures and in words inclusive 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.
4. Tenders should be valid for a period of 45 (Forty-five) days from the date of opening of the tenders.
5. **Earnest Money deposit of EMD equivalent to 10% of the quoted price by the bidder/ vendor to accompany the bids in the shape of Bankers Cheque/ Demand Draft. Tenders not accompanied by EMD will be rejected. No interest will accrue on the EMD so deposited.**
6. Material must be packed and lifted within ten working days from the date of award letter.
7. Before lifting the material the bidder is required to make five similar packets and get it weighted in the presence of the committee members, for getting an idea about an approximate weight of the whole lot.
8. After obtaining the actual weighment at CSIR, the difference of payment, if any, due from the bidders is to be handed over to CSIR Officer accompanying the material for weighing in cash or DD against temporary receipt issued by him and final receipt will be issued from CSIR Cx.
9. After completion of weighing, any amount, if due, to the bidder from CSIR, same will be refunded to the bidder after adjusting the amount of EMD against the receipt of necessary certificate regarding completion of pulping work and adjusting the amount of EMD.
10. In case the store is not lifted within the time specified at Sl.No.7 above, ground rent @1% of the total amount due will be charged per day from the purchaser for a further period of seven days. The material 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. For such abandoned lots, the institute/ lab reserves the right to re-sell.
11. The materials will be allowed to be lifted between 10.00 AM to 05.00 PM after award the letter mentioned dated.
12. No picking, Choosing or sorting will be allowed in the premises for the disposal lots.
13. The labour, transport and other arrangements will have to be made by the purchaser at their risk, cost and responsibility.

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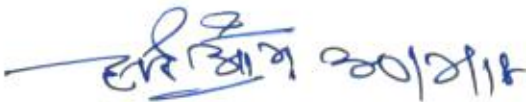
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14. The purchaser shall have to make its own arrangement for weighing machine of CSIR Complex in the presence of CSIR representative at their risks and costs..The person authorized by the purchaser will be allowed to take delivery.
15. Head, HRDG reserves the right of withdrawing from the sale of any material or lots at any stage without assigning any reasons therefore.
16. The address given in the tender shall be deemed to be the Purchaser's address and all correspondence will be sent on that address shall be considered to have been delivered to the purchaser. However if the bidders provides their email address and contact number, he will also be given intimation through these modes. No claim will be entertained for the reason of forfeiture of the sum deposited in case the correspondence is returned back undelivered or not delivered.
17. **The tenders duly completed as per the instructions given herein will be delivered upto 13.08.2018 at 02.30 PM. Tenders so received will be opened at 03.00 PM on 13.08.2018. The tender will be opened in the presence of the representatives of the bidders, if any. The tenders will be opened even if the representatives of the bidders are not present.**
18. The bidders are requested to submit quotation in the Tender Box kept in the **Stores Section of CSIR Complex, Opp. Instt of Hotel Management, Library Avenue, Pusa, New Delhi - 110012.** Quotation by fax and email will not be accepted.
19. Late and Delayed quotation will not be entertained.
20. EMD of unsuccessful bidders shall be returned immediately after lifting of material.
21. Head HRDG has right to accept tender in part/full, reject in full/part without assigning any reason thereof.
22. Any dispute out of the contract will be subject to the jurisdiction of Delhi Court only. The language of the legal proceedings will be English only.


Please submit your quotation along with EMD as well as a copy of this letter duly signed and stamped on all the pages as a token of acceptance of all the terms and conditions.

Dated: 30/07/2018



**Stores & Purchase Officer**

भंडार एवं क्रय (मा.स.वि.स.)  
Stores & Purchase (HRDG)  
वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्  
Council of Scientific & Industrial Research  
सी. एस. आई. आर. कॉम्प्लेक्स, पुसा, नई दिल्ली-110012  
CSIR Complex, Pusa, New Delhi-110012

  
STORES & PURCHASE SECTION  
सी. एस. आई. आर. कॉम्प्लेक्स, पुसा, नई दिल्ली-110012  
CSIR Complex, Pusa, New Delhi-110012