

## NOTICE INVITING TENDERS



**Dr. B.R. AMBEDKAR UNIVERSITY, SRIKAKULAM**  
**Etcherla-532410**

### **Notice inviting tender applications for the disposal of old used Examination OMR Answer booklets**

Tenders are invited from qualified agencies dealing with scrap procurement. The proforma for uploading of tender has been given in Part-A, Annexures-I (Technical Bid) and Part-B Annexure-II (Financial Bid) of this Notice Inviting Tender. The schedule of tender is given as under:

#### *Schedule of Tender:*

<b><i>Tender No.</i></b>	NITNo.40/E-PTN/Dr.B.R.A.U./SKLM/2023-24 <b>No.BRAU/1/2023-24/Scrap committee</b>
<b><i>Date of Downloading of tender form with Document</i></b>	02-08-2024,12.00hrs
<b><i>Last date of downloading of tender document</i></b>	On or before 13-08-2024, 12.00hrs
<b><i>Date and time of submission of tender document</i></b>	On or before 13-08-2024, 2.30 PM
<b><i>Amount of Earnest Money Deposit</i></b>	<b>Rs.25,000.00 (Rupees Twenty Five thousand only) (refundable to Unsuccessful bidders)</b>
<b><i>Application fee</i></b>	<b>Rs. 1000 (one thousand rupees only) Non refundable</b>
<b><i>Date and time of opening of tender documents</i></b>	13-08-2024, 4.00 PM
<b><i>Expected quantity of Scrap (in Tonne)</i></b>	25 - 40 Tonne

Detailed description and Terms & Conditions of Tender Document may be seen and downloaded from [website www.brau.edu.in](http://www.brau.edu.in)

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

Dated:

# CHECKLIST

**BIDDER TO FILL IN THE CHECKLIST GIVEN BELOW  
(State YES/NO for each item)**

<b>Sl. No.</b>	<b>Details</b>	<b>YES/NO</b>
1	<b>Whether the Bid contains:</b>	
	a) DD of Earnest Money Deposit (EMD) amount Rs. 25000/-	
	b) DD of Application Fee amount Rs 1000/- (Not refundable)	
	b) Pre-Qualification details as laid down in the Tender under Eligibility Criteria.	
	c) Filled up and signed Bidders profile statement viz.,Annexure I	
	d) Filled up and signed Financial bid, Annexure II	

**NOTE:** Please ensure all the relevant boxes are marked **YES/NO** against each column.

**IMPORTANT NOTE:** Tenderers must ensure that all the required documents indicated in the Tender documents are submitted without fail. Tenders received without supporting documents for the various requirements mentioned in the tender document are liable to be rejected at the initial stage itself.



The Registrar, Dr.B.R. Ambedkar University, Srikakulam,  
Etcherla-532410AP www.brau.edu.in

## BID DOCUMENT FOR DISPOSAL OF OLD USED EXAMINATION ANSWER BOOKLETS

### Address for Correspondence:

The Registrar, Dr. B.R. Ambedkar University, Srikakulam,  
Etcherla – 532 410, Andhra Pradesh  
Phone no.: 08942-240900, 240988

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

1. The Bids should be submitted in the sealed box provided in the Office of the Registrar.
2. Properly working contact no. (s) & email ID should be mentioned in the documents to be uploaded for immediate correspondence.
3. The materials offered for disposal is on “AS IS WHERE IS & WHAT IS BASIS” Ex-godown in unpacked condition. Taxes & duties that maybe 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.
4. The purchaser may inspect the material on **08<sup>th</sup> Aug, 2024 from 10:30A.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.
5. 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 over writing 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.
6. Tenders should be valid for a period of 45 (Forty five) days from the date of opening of the tenders.
7. Earnest Money deposit of **Rs. 25,000.00 (Rupees Twenty Five thousand only)** should be deposited along with tender document. Application fee of Rs 1,000/- (One thousand rupees only) should also be deposited along with the tender document. DD should be taken in the name of **“The Registrar, Dr. B. R. Ambedkar University, Srikakulam”**. Tender Documents not accompanied by EMD will be rejected. No interest will be accrued on the EMD so deposited.
8. **The Highest successful bidder** shall deposit the balance money less the EMD already deposited, within 7 days from the date of issue of award letter by way of Demand Draft in favor of **“The Registrar, Dr. B.R. Ambedkar University, Srikakulam”**.
9. The material has to be got lifted within 10 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 10 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.
10. For such abandoned lots, the University reserves the right to re-sell.
11. 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 circumstances.

12. Labor, weighing, transport and other arrangements will have to be made by the purchaser at their risk, cost and responsibility.
13. The person authorized by the purchaser will be allowed to take delivery.
14. 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.
15. 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.
16. The material will be disposed off in a lot manner and the bidders will have to submit **price for one tonne of booklets**. The quantity mentioned in the tender site is approximate only, the final quantity may vary.
17. Tenders so received will be opened by Tender Opening Committee in the presence of the bidders, if any at **4.00 P.M. on 13-08-2024**.
18. The Registrar, Dr. B.R. Ambedkar University, Srikakulam, reserves the right to cancel, reserve or negotiate the Tender of disposal or withdraw any lot or part thereof from the sale without assigning any reason.
19. **ARBITRATION CLAUSE or JURISDICTION**  
In case of dispute or difference, the matter will be referred to Arbitrator to be appointed by The Registrar, Dr. B.R. Ambedkar University, Srikakulam as per Indian Law. The venue of the arbitration shall be Etcherla-532410, Srikakulam District only.
20. This Tender and Bid Document is non-transferrable.
21. 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.AmbedkarUniversity,  
Srikakulam

## **ANNEXURE-I**

Name of the Bidder / Firm \_\_\_\_\_

Complete address of the firm (Address proof ADHAR) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

GSTN of the bidder / firm (a copy to be submitted) \_\_\_\_\_

Bank Details (a copy of bank pass book page)

\_\_\_\_\_

\_\_\_\_\_

(Including Account no. Bank name, IFSC Code)

Contact No. / email id of the bidder/ firm \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Note: All the supporting documents like PAN, Aadhar, GST Registration Certificate, Bank pass book starting page etc if any are to be scanned and uploaded in Technical bid failing which their tender will be cancelled at any stage.**

Date:

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

**Annexure II**

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

<b>S.NO</b>		<b>TOTAL BID AMOUNT TO BE QUOTED IN Rs. Per tonne.</b>
<b>LOTNO.1 (GRADE I)</b>	<b>Offer price per tonne of OMR Booklets (GRADE I)</b>	
<b>LOT NO.2 (GRADEII)</b>	<b>Offer price per tonne of OMR Booklets (GRADE II)</b>	
<b>LOT NO. 3 (GRADE III)</b>	<b>Offer price per tonne of OMR Booklets (GRADE III)</b>	

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