

F. No.D-27/1/2020-Administration IV-MOSPI

Govt. of India

Ministry of Statistics & PI

National Sample Survey Office

Data Processing Division (HQ)

MahalanobisBhavan,
164, GLT Road, Kolkata-108

Dt : 03.12.2020

**NOTICE INVITING TENDER (NIT) FOR SELLING OF OLD SCHEDULES & SCRAP
PAPER**

Sealed tenders are invited from interested party for purchase of old schedules & scrap paper lying in the office premises. The tender documents can be downloaded from the website <https://eprocure.gov.in> or <http://mospi.gov.in/>.

Schedule of Tender

- | | |
|--|--|
| 1. Tender Type | : Advertised |
| 2. Tender Category | : Sale |
| 3. Amount of Earnest Money Deposit | : 10,000/- (Rupees Ten Thousand) Only |
| 4. Last date and time of receipt of tender | :28.12.2020, 12.00hrs |
| 5. Date and time of opening of tender | :28.12.2020, 15.00hrs |
| 6. Venue of tender opening | :164, GLT Road, MahalanobisBhavan,
Kolkata-700108 |

Sukirti
(Sukirti Tirkey)

DPA-I & Head of Office

TERMS AND CONDITIONS

1. Parties:

The parties to the contract are the vendor (The tenderer to whom the order has been issued) and the Government of India through Data Processing Division (HQ), NSSO, Ministry of Statistics & Programme Implementation (herein referred as "office") for and on behalf of the President of India.

2. Item details:

Description	Quantity
Selling of old schedules & other scrap papers	Interested bidder may visit the office to assess the total quantity of the materials

3. The offer price in prescribed format along with check list and certificate in a single sealed cover/envelope should reach the DPA-I and Head of office, NSSO, DPD(HQ), Mahalanobis Bhavan, 164, GLT Road, Kolkata- 700108 latest by 24.12.2020, 12.00 hrs. super scribing "Purchase of old schedules & scrap papers" on top of the envelope. Bids received after the stipulated date & time shall not be accepted.
4. The materials can be inspected on any working day between 11.00 hrs. to 16.00 hrs. at the office premises.
5. Vendor, having received the old schedules as the highest bidder, have to ensure and maintain confidentiality of the Govt. documents during the time of disposal on its part. Vendors have to weed out the schedules for the preparation of paper pulp or similar nature that destroys the content of the documents. A certificate has to be submitted as per Annexure III.
6. The materials shall be weighted by the successful bidder in the presence of representative of this office. Weight of empty truck/dumper/etc. shall be weighted from the nearest weighing centre at first visit, and thereafter the vehicle loaded with the materials will be weighted in the second visit to determine the actual weight of the material.
7. Charges for transportation & weighing shall be borne by the successful bidder.
8. The total sale value shall be calculated on the basis of weighted item & price quoted by the successful bidder and has to be deposited in the form of Demand Draft in favour of 'PAO, Kolkata, MOSPI' before lifting the material from the office.
7. A Copy of current trade license along with other necessary documents has to be enclosed by the bidder.
8. This office reserves the right to accept or reject any quotation without assigning any reasons.
9. Tender Availability & Earnest Money Deposit (EMD):

- a) The tender documents can be downloaded from the website <https://eprocure.gov.in> or <http://mospi.gov.in/>.
- b) Earnest Money Deposit of **Rs 10,000/-** (Rupees TenThousand) only must be deposited by the tenderers through Demand Draft in favour of **PAO, MOSPI, Kolkata**.
- c) EMD of the unsuccessful bidders will be returned without interest after the sale is awarded to the successful bidder.
- d) Tenderer shall not be permitted to withdraw his/her offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money shall be forfeited to the Government.
- e) The tenders without the Earnest Money Deposit will be summarily rejected.

10. Submission of Tender documents:

Bids shall be submitted by Registered post/speed post/By Hand before the due date & time at Admin.4 section of this office. Bids not received due to postal delay or for any other reason will not be the responsibility of the office.

11. Opening of Tender:

The tenderer or authorized representative may be present at the time of opening of the tender. The representative attending the opening of the tender on behalf of the tenderer should bring with him a letter of authority from the tenderer and a proof of identification on the date and time indicated in the "Schedule of Tender". If the tender could not be opened at the given time and date due to unforeseen circumstances, the same will be intimated on the change in scheduled date & time.

12. Criterion for Evaluation of Tenders:

The price quoted by the highest bidder shall be declared as the successful bidder

13. Time period for lifting of materials:

The successful bidder shall lift the material from the office within the stipulated time period as communicated by the office, otherwise the offer will be rejected & tender will be cancelled, resulting in forfeiting of the EMD.

Check list

Sl. No	Description	Remarks
1.	Name of the Tenderer/company/firm./agency with full address/contact no./email.	
2.	Nature of the Concern (Sole / Partnership / Company)	
3.	Registration No./trade license of firm/agency/company (copy to be enclosed)	
4.	Details of other information (i.e copies of the PAN, GST if any).	
5.	Earnest Money Deposit Details	
	Demand Draft	
	Number	

I /We hereby declare that the information furnished above is true and correct.

Place:

Date:

Signature & stamp of the tenderer

FORM FOR PRICE BID

I/we have gone through the tender document and agree to the terms& conditions. My/Our offer/rate for the purchase of old schedules & scrap paper is as given below:

Sl.no.	Description	Rate (in rs) per kg
1.	Purchase of old schedules & scrap papers	Rs.....per kg

Note: price may be quoted per kilogram.

Signature& stamp of tenderer

Handwritten signature

CERTIFICATE

This is to certify that the old schedules and scrap papers that will be collected from NSSO, DPD(HQ), Kolkata Office vide their tender No..... shall be disposed off for preparation of paper pulp or similar nature that will destroy the content of the documents.

Signature & stamp of tenderer

Date:

Place:

Handwritten signature