

अल्पकालीन पुनर्निविदा आमंत्रण सूचना

केन्द्रीय चयन पर्वद(सिपाही भर्ती) का कार्यालय,
05 हार्डिंग रोड, नजदीक सप्त मूर्ति (शहीद स्मारक), पटना 800001

निविदा संख्या-सी0एस0बी0सी0/बी0आई0एच0 04/2023-2024

केन्द्रीय चयन पर्वद (सिपाही भर्ती) द्वारा परीक्षा से संबंधित प्रयुक्त एवं अप्रयुक्त गोपनीय कागजात की नीलामी हेतु इच्छुक फर्मों से मुहरबंद निविदाएँ आमंत्रित की जाती हैं। निविदा का विस्तृत प्रारूप केन्द्रीय चयन पर्वद की वेबसाईट www.csbc.bih.nic.in पर दिनांक 19.08.2023 से दिनांक-28.08.2023 तक उपलब्ध होगा। निविदा हेतु डिमांड ड्राफ्ट Chairman, CSBC, Bihar, Patna के पदनाम से Payable at Patna होना चाहिए। इच्छुक निविदादाता द्वारा उक्त वेबसाईट से प्रपत्र डाउनलोड किया जा सकता है तथा दी गई शर्तों के अन्तर्गत तकनीकी एवं वित्तीय निविदा अलग-अलग लिफाफे में समर्पित कर सकते हैं। निविदा समर्पित करने की अंतिम तिथि एवं समय-29.08.2023 को 14:00 बजे तक है। दिनांक-29.08.2023 को अपराह्न 15:00 बजे तकनीकी निविदा खोली जायेगी। तकनीकी निविदा में सफल प्रतिष्ठान की वित्तीय निविदा उसी तिथि को खोली जायेगी, जिसमें इच्छुक निविदादाता उपस्थित रह सकते हैं। यह निविदा वित्तीय वर्ष-2023-2024 के लिए मान्य होगी। विशेष जानकारी हेतु पर्वद के टेलिफोन संख्या-0612-2294102 पर विशेष कार्य पदाधिकारी से सम्पर्क किया जा सकता है।

ज्ञापांक-763/के0च0प0

दिनांक-17.08.2023

विशेष कार्य पदाधिकारी,
केन्द्रीय चयन पर्वद(सिपाही भर्ती),
बिहार, पटना।

TENDER NO. 04/2023-24

Central Selection Board of Constable

05, Harding Road Near Saptmurti(Shahid Smarak), Patna-800001.

Telephone No.- 0612-2294102,

Website: www.csbc.bih.nic.in

Tender Document

For

Waste Paper Disposal

SCHEDULE

Tender Reference	No. CSBC/BIH-04/2023-24, Dated--17-08-2023
Price of Tender Document	RS. 5000/- (Non-refundable) (Rupees Five Thousand Only)
EMD	Rs. 10,000/-
Period of Download of tender Document	19-08-2023 to 28-08-2023 (10:00hrs to 17:00hrs) (On working days only)
Last Date and Time for receipt of tender offers	14:00 Hr. on Dt. 29-08-2023 Venue - Office of the CSBC at, 05, Harding Road, Near Saptmurti(Shahid Smarak), Patna-800001
Time and Date of Opening of Technical Offers	15:00 Hrs on Dt. 29-08-2023 05, Harding Road, Near Saptmurti(Shahid Smarak), Patna-800001
Place of Opening Tender Offers	Central Selection Board of Constable, Venue - Office of the CSBC at, 05, Harding Road, Near Saptmurti(Shahid Smarak), Patna-800001
Address for Communication	Officer-on-Special Duty, Central Selection Board of Constable, 05, Harding Road, Near Saptmurti(Shahid Smarak), Patna- 800001
Contact Telephone Numbers	Telephone No.--0612-2294102,

Introduction

The Office of Central Selection Board of Constable (CSBC) intends to dispose old confidential examination material which includes used and unused papers.

2. Interested firms are requested to send the bids for the above mentioned work as per the terms and conditions of the Notice Inviting tender (NIT) mentioned below which may be perused and understood before quoting the rates.

3. The tender document is available for download from the Official website of CSBC - www.csbc.bih.nic.in during the period as mentioned in Schedule of this Tender Document.

4. Instructions to Bidders and Terms & Conditions of this tender are given in **Annexure-1, Annexure-2 and Annexure-3** respectively.

5. **The tender must be submitted in separate sealed covers in the format, as given in Annexure-4(Technical Bid) and Annexure-5(Financial Bid) duly filled in fully in all respect alongwith tender document, signed and stamped on each page up to 14:00hrs on or before 29-08-2023, addressed to Officer-on-Special Duty, Central Selection Board of Constable, at 05, Harding Road Near Saptmurti(Shahid Smarak), Patna-800001.**

The envelope containing the quotation may be superscripted as "QUOTATION FOR SALE OF WASTE MATERIAL" and must be sealed separately. If both Annexure -4(Technical Bid) and Annexure -5(Financial Bid) are not sealed separately, the bid will be rejected without opening. The Technical bids will be opened the same day at 15.00hrs.in the presence of such of tenderers or their authorised representatives who may wish to be present on the occasion.

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

The purchaser may inspect the materials on any working day between 10:00 A.M. to 01:00 P.M. from 18-08-2023 to 28-08-2023 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.

The bidders are requested to submit Tender in the Tender Box kept in the office of Central Selection Board of Constable 05, Harding Road Near Saptmurti(Shahid Smarak), Patna-800001. Tenders sent by Speed Post, fax and e-mail will not be accepted.

6.Chairman, Central Selection Board of Constable reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

7.For any queries the potential buyers may contact the "Enquiry Cell" formed for this purpose in 05, Harding Road Near Saptmurti(Shahid Smarak), Patna-800001.

ANNEXURE-1

INSTRUCTION TO BIDDERS

- 1.1. The quotation should be accompanied by a Bid Security (Earnest Money Deposit) of Rs.10,000/- (Rupees Ten Thousand only) and non-refundable Processing fee of Rs.5000/- (Rupees Five Thousand only) payable to “Chairman, Central Selection Board of Constable, Bihar, Patna” through two separate Demand Drafts respectively. Bid Security and Processing fee shall not be accepted by way of cheque, cash, money order or Bank Guarantee. The quotation without Demand Draft of Bid Security and Processing Fee will be summarily rejected.
- 1.2. Bid Security (Earnest Money Deposit) will be forfeited if the bidder withdraws his bid after the date of opening of quotation.
- 1.3. Quotations received late will not be considered and returned unopened.
- 1.4. Form of organisation, whether Partnership or Proprietary or Limited Company must be clearly mentioned in the quotation. If a Partnership firm, the Names & Addresses of the Partners and if a Limited Co., the names and addresses of the Directors and Registration Number may be expressly stated.
- 1.5. Rates are required to be quoted according to the items indicated in the Quotation form.
- 1.6. Central Selection Board of Constable shall be under no obligation to accept the highest quotation or any other quotation and reserves the right of acceptance of the whole or any part of the quotation or portion of the quantity offered and the bidder shall accept the same at the rates quoted.
- 1.7. Central Selection Board of Constable reserves the right to decrease or increase the quantity to be sold.
- 1.8. Corrections, if any, must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between amounts quoted in words and figures, amount quoted in words shall prevail.
- 1.9. The bidders shall supply along with his quotation the name of his bankers as well as the latest income tax certificate.
- 1.10. Bidder will have to provide the proper details of name and address of the persons deployed for packing and lifting of Confidential Waste Material in advance to CSBC.
- 1.11. Canvassing in any form will disqualify the tenderer for the present tender or may be in future too.
- 1.12. Conditional, ambiguous and incomplete bids will be summarily rejected.
- 1.13. Name and address of DharamKanta should be indicated in the offer.

ANNEXURE-2

TERMS AND CONDITIONS OF THE TENDER

2.1. DEFINITIONS:

- (1) The term 'Contractor' shall mean, the person, firm or Company with whom or with which the order for pulping of waste material is placed and shall be deemed to include the Contractor's successors, representatives, heirs, executors and administrators unless excluded by any express order.
- (2) The term 'Order' shall mean, the communication signed on behalf of Central Selection Board of Constable by an officer duly authorized intimating the delivery order on behalf of the Seller on the term and conditions mentioned or referred to in the said communication accepting the quotation or offer of the contractor for delivery of material.
- (3) The term 'CSBC' or 'Board' shall mean Central Selection Board of Constable.

2.2. PRICES

Bidders offering firm prices will be preferred. The prices should be in Indian Rupees.

2.3. UNDERTAKING

The Contractor shall furnish an undertaking that the confidential material purchased by them shall not be sold in open market but shall be used only for recycling (preparation of pulp/ lugdi) at the Paper Mill.

2.4. UTILISATION CERTIFICATE

A Utilization Certificate from Paper Mill which used the waste paper of CSBC stating that the confidential material purchased by the contractor from Central Selection Board of Constable has been converted into pulp for paper should be submitted within one month of the date of taking delivery of the material from the Seller, failing which it would be termed as breach of contract.

2.5. CLEARANCE

2.5.1 The contractor shall be responsible for the material to be packed and lifted within Five working days from the date of award letter.

2.5.2 In case the store is not lifted within the time specified as above, ground rent @ 0.2% 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, CSBC reserves the right to re-sell.

2.5.3 The materials will be allowed to be lifted between 10:00 A.M. to 04:00 P.M. from the next day onwards of issue of the work order.

2.5.4 No picking, choosing or sorting will be allowed in the premises for the disposal lots.

2.5.5 The labour, transport and other arrangements for lifting the material from the premises of the Board will have to be made by the purchaser at their cost and responsibility. Buyer, himself shall be responsible for pulping of Lot of sold papers directly in the Mill and no third party will be involved for this purpose. Representatives of CSBC will accompany the Lorries carrying the sold material to Paper Mill to witness the pulping.

2.5.6 The contractor shall be responsible for obtaining a clear receipt from the Transport Authorities specifying the goods dispatched. The consignment shall be dispatched with the clear railway receipt/lorry receipt/Consignment Note. If the consignment is sent by any other mode, it shall be at the risk of the contractor.

2.5.7 The Office of the Central Selection Board of Constable is situated at the address mentioned above and at **4,8,9,10,11 and 14 Back Harding Road, Patna-800001**. The Vendor has to make arrangement for lifting of waste paper as per direction mentioned in work order.

2.5.8 The material will be escorted to Dharamkanta / Weighing machine by the authorized officers of the Board in whose presence it will be weighed. There will be no deduction whatsoever, of weight of unusable material in the gross weight.

2.6. EXTENSION OF TIME

Extension of time may be granted only if failure on the part of the Contractor to lift the waste material in proper time shall have arisen from any cause which the Board may consider to be justified by circumstances of the case.

2.7. PAYMENT

- (1) The Contractor shall have to deposit in advance by Demand Draft an estimated amount as the Board may decide before lifting the Lot of Waste Paper.
- (2) The final payment as per weight determined at DharamKanta of material lifted is to be deposited within three days of the receipt of material.
- (3) Name and address of the DharamKanta should be submitted before lifting material.

2.8. ARBITRATION - All disputes in this regard are subject to jurisdiction of Patna Court.

2.9. Award Criteria

- (1) The highest Bidder shall be calculated based on the basis of total cost as per the bill of quantity mentioned in the Financial Bid Document (Annexure-5).
- (2) The bidder whose commercial offer has been determined to be highest will be selected and awarded the contract.

**OSD,
Central Selection Board of
Constable,
Bihar, Patna.**

Annexure -3

01. वित्तीय वर्ष 2022-2023 का जी0 एस0 टी0 चुकता प्रमाण पत्र
02. वित्तीय वर्ष 2022-2023 का इन्कम टैक्स रिटर्न
03. तीन वर्षों का अद्यतन अनुभव प्रमाण पत्र जो कि किसी विभाग के गोपनीय कागजातों के पूर्व में गराये गये गलन से संबंधित हो।
04. पेपर मिल का ऑथरिटी पत्र।
05. फर्म के काली सूची में नहीं होने का शपथ पत्र।
06. शॉप/गोदाम रजिस्ट्रेशन
07. स्व-घोषणा पत्र देना होगा कि उन्हें निविदा की सभी शर्तें मान्य है।
08. आधार कार्ड की स्व-अभिप्रमाणित छायाप्रति।
09. सभी पेज पर मुहर एवं स्व-अभिप्रमाणित होना अनिवार्य है।
10. नन-रिफंडेबल 5,000/- (पाँच हजार) रू0 का बैंक ड्राफ्ट।
11. निविदा में बेस प्राईस का निर्धारण किया गया है। गत वित्तीय वर्ष का दर निम्न प्रकार है:-

SI.No.	Item	Rate per Kg
1	Confidential Material (Used / Unused Question Booklet)	13.00
2	Confidential Material (Answer Sheets)	13.00
3	Attendance Sheet	13.00
4	Waste paper (Miscellaneous)	13.00

उपर्युक्त दर 13/-रूपये प्रति किलोग्राम से कम से कम 25% अधिक होना चाहिये। अर्थात् 16.25 प्रति किलोग्राम से कम की डाली गयी निविदा स्वीकार्य नहीं होगा।

12. निविदा के माध्यम से जिस फर्म का चयन होगा, उसे अध्यक्ष के पदनाम से 5,00,000/- (पाँच लाख) रू0 की अग्रिम राशि का बैंक ड्राफ्ट जमानत के रूप में जमा करना होगा।

**विशेष कार्य पदाधिकारी,
केन्द्रीय चयन पर्षद (सिपाही भर्ती),
बिहार, पटना।**

Annexure –5

QUOTATION
(Financial Bid)

(To be sealed in a separate envelope)

Sl. No.	Item	Rate per Kg	
		Rs.(In figures)	Rs.(In words)
1	Confidential Material (Used / Unused Question Booklet)		
2	Confidential Material (Answer Sheets)		
3	Attendance Sheet		
4	Waste paper (Miscellaneous)		
5	Cartoons and Envelope		

Note:

- (1) All the costs should be quoted in Indian Rupees and should be fixed on lump-sum basis, no escalation of cost will be allowed under any circumstances.
- (2) The highest Bidder shall be calculated on the basis of average of the total cost as per the bill of quantity mentioned herein above.
- (3) The Rate should be inclusive of all charges / taxes / levies etc.
- (4) CSBC shall not pay separately any specific statutory taxes / service charges to any authority.
- (5) No hidden charges will be allowed, if any.

Declaration

I sole proprietor/Director/partner/authorized signatory having registered office at do hereby solemnly affirm and declare that I/we undertake to abide by all the rules and regulations of the State/Central Govt./Local Govt. with regard to sale and disposal of waste material and shall be liable to any penalties that may accrue due to non-adherence of Terms & Conditions of the Tender.

Signature

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Dated:

Seal of the Firm