



# Jharkhand University of Technology

(Science & Technology Campus, Sirkha Toli, Namkom, PIN-834010 (Jharkhand))

No: JUT-971/2022/94

Date: 20/01/2024

## NOTICE INVITING E-TENDER THROUGH GeM PORTAL (FORWARD AUCTION) FOR DISPOSAL OF OLD EXAMINED ANSWER BOOKS

Jharkhand University of Technology, Ranchi. (hereafter will be referred as JUT, Ranchi) invites online bids from the authorized and eligible bidders on “AS IS WHERE IS BASIS” through **GeM Portal** for auction of old examined answer books lying in its stores at the University campus Namkum Office, Ranchi and at its different colleges in Jharkhand coming under Jharkhand University of Technology, Ranchi. The bids will be received online through GeM (Forward Auction) (<https://forwardauction.gem.gov.in/eprocure/home>) only and shall be opened as per SOP of GeM.

THE ITEMS SHALL BE SOLD TO THE BIDDER WHO WILL QUOTE THE CONSOLIDATED HIGHEST RATES. THE BIDS ARE INVITED FOR THE WHOLE LOT (i.e., ALL THE ITEMS AS A WHOLE) AND NO BID WOULD BE ACCEPTED FOR ANY PART OF THE SAME.

Desirous companies may download the tender document form

<https://jutranchi.ac.in> and GeM portal

<https://forwardauction.gem.gov.in/>

### Important dates of tender related activities are as under:

| S.No | Description                           | Details and dates  |
|------|---------------------------------------|--|
| 1    | Sample items can be inspected at      | GP Dhanbad, GWP Jamshedpur, GP Ranchi Alkabir Poly, coming under Jharkhand University of Technology, Sirkhatoli, Namkum, Ranchi-834010 and also at University Campus |
| 2    | PQ Submission Start Date and Time:    | 22/01/2024, 00:00  |
| 3    | PQ Submission End Date and Time:      | 12/02/2024, 00:00  |
| 4    | PQ Assessment End Date and Time:      | 13/02/2024, 00:00  |
|      | EMD Payment Start Date:               | 14/02/2024, 00:00  |
|      | EMD Payment End Date:                 | 21/02/2024, 00:00  |
|      | <b>Auction Start Date &amp; Time:</b> | 22/02/2024, 00:00  |
|      | Auction End Date & Time               | 24/02/2024, 00:00  |
| 4    | Inspection of items date and time     | Any working day during the tender period (Between 10.00 AM to 5.00 PM but not in lunch hours i.e. 2:00 to 2:30 PM)   |

Sd/-

Registrar (I/C),  
Jharkhand University of Technology,  
Ranchi

## PARTICIPATION IN TENDER

### Eligibility Criteria

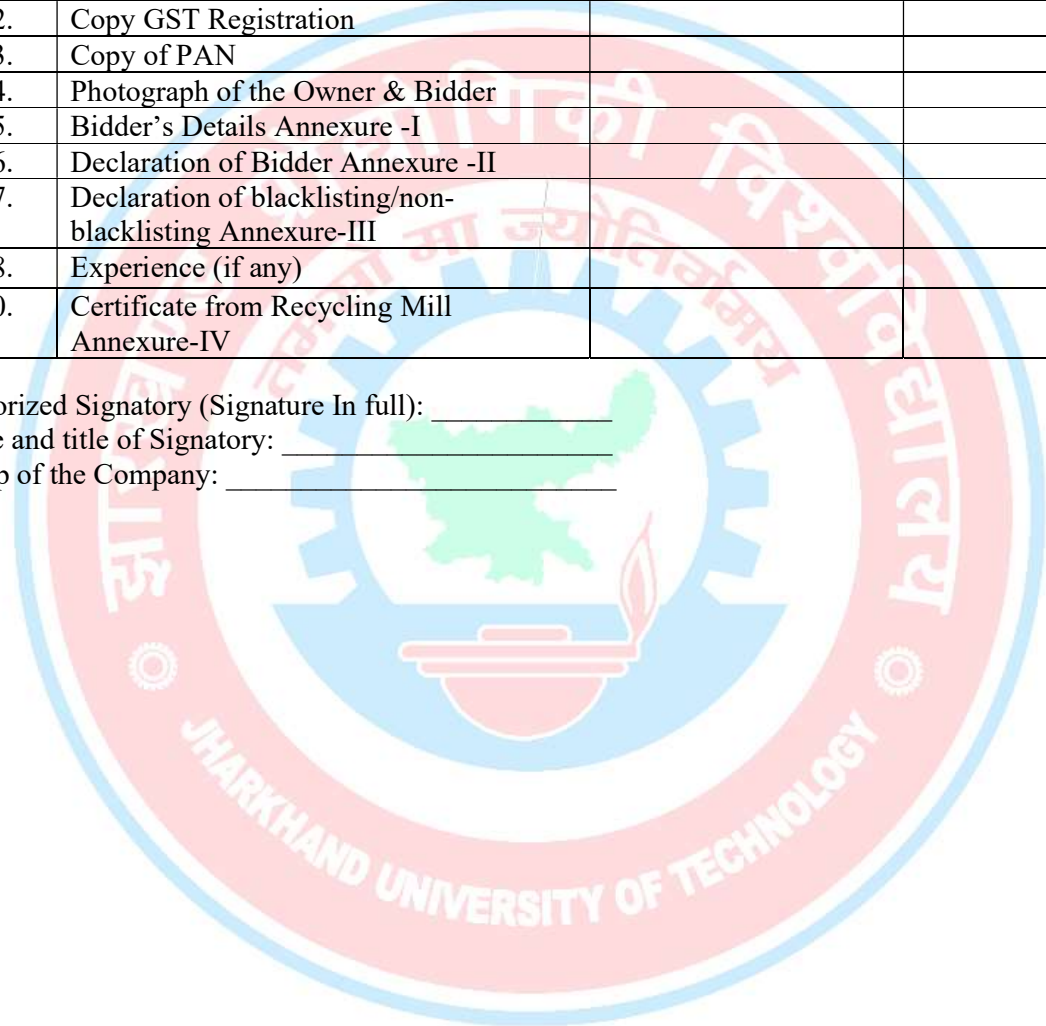
The JUT has set up minimum eligibility criteria for the bidding purpose. All bidding parties must meet following criteria before they apply for the bid. The bidding parties meeting the criteria must enclose self-attested photocopies of supporting documents along with the proposal, failing which their bids will be summarily rejected and will not be considered any further.

| Sl. No. | Documents required for bidders                            | Compliance (Yes/ No) | Page Number |
|---------|---|----------------------|-------------|
| 01.     | The proof of Proprietorship/Partnership/Company.          |                      |             |
| 02.     | Copy GST Registration                                     |                      |             |
| 03.     | Copy of PAN   |                      |             |
| 04.     | Photograph of the Owner & Bidder                          |                      |             |
| 05.     | Bidder's Details Annexure -I                              |                      |             |
| 06.     | Declaration of Bidder Annexure -II                        |                      |             |
| 07.     | Declaration of blacklisting/non-blacklisting Annexure-III |                      |             |
| 08.     | Experience (if any)                                       |                      |             |
| 10.     | Certificate from Recycling Mill Annexure-IV               |                      |             |

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_



## **TENDER TERMS AND CONDITIONS:**

1. The registration certificates mentioned above must have the validity on the date of e-Auction and on the date of delivery.
2. Non submission of a valid license will render the tender as invalid and will be summarily rejected. Tenders are to be submitted online only through e-procurement portal.
3. Incomplete and conditional tenders, late or delayed tenders will summarily be rejected. JUT, Ranchi reserve the right to accept or reject any quotation fully or partly without assigning any reason.
4. **EMD** Earnest Money Deposit of as mentioned in GeM portal should be in the form of DD or Pay order and in favour of “Jharkhand University of Technology, Ranchi” payable at Ranchi. Offers received without required EMD will not be accepted and shall be rejected at the tender opening stage itself. No interest shall be paid on EMD.

### **EMD is liable to be forfeited in the event of**

- Withdrawal of Offer during validity of Tender.
  - Non acceptance of orders.
  - Non-confirmation of acceptance of orders within the stipulated time.
  - Any unilateral revision made by the tenderer during the validity period of the tender.
  - Non-executing of the documents after acceptance of the contract due to any dispute of the tenderer or any reason whatsoever.
5. The tenderers must affix their seal and signature at the bottom of all the pages of tender document.
  6. The agency may visit the office before submitting the quotation in order to acquaint with the access of terms and inspect the items to be disposed and obtain other connected information.
  7. Validity of the Sale Order: The sale order will be valid for a period of 60 (Sixty) days from the date of award.
  8. The tenderer shall arrange at their-own cost and risk for lifting of disposed items.
  9. **PAYMENT:** The successful tenderer shall make full payment in advance in the form of Demand Draft in favour of “Jharkhand University of Technology, Ranchi” payable at Ranchi., before lifting disposed items.
  10. In case of any dispute, difference or objection with regard to any question, claims, right mater or anything whatsoever in any way arising out of, or relating to the contract shall be referred to jurisdiction of Hon’ble High Court of Jharkhand, Ranchi.
  11. The bids will be opened at the specified date and time in the presence of attending bidders. To assist in the scrutiny, evaluation and comparison of bids, JUT, Ranchi, may, at their discretion, request clarifications/further documents on the bid from the bidders.
  12. In case the H1 party fails to uplift items within the stipulated period, JUT, Ranchi has the discretion to award the contract to H2 party on H1 rates. JUT, Ranchi is not bound to give any notice /reminder to H1 party for their failure to deposit the required security deposit or remove items within the stipulated period. In such case the EMD of the H1 party will be forfeited.

13. Bidders are requested to submit the financial bid details online in the e-procurement portal.
14. The financial bids will be evaluated based on total amount. The overall highest amount will be considered for award of the contract provided a certificate along with tender paper is submitted that used answer books shall be recycled.
15. The successful H1 party shall submit a security deposit of Rs. 1,00,000/-
16. After recycling process, firm shall provide a certificate in this regard that all material has been recycled or else the security deposited will be forfeited.

### **INSTRUCTIONS TO BIDDERS**

1. The firms registered with MSME are exempted from the payment of EMD. Copy of valid certificate must be submitted with technical bid.
2. EMD of bidders will be returned within 30 days after issue of delivery order to the highest bidder.
3. Security deposit of the successful bidder will be refunded within 60 after the completion of delivery process.
4. GST / Taxes as applicable in addition for the quoted sale price shall be borne by the Bidder separately. Taxes & duties that may be levied by the Government will be extra as applicable and shall be borne & deposited by the highest successful bidder before lifting of materials. GST as applicable will have to be deposited by the highest bidder over and above the bid amount before lifting the material.
5. The sale price offer quoted should not be less than Rs. 21,000/- (Twenty One Thousand Rupees) per Metric Ton.
6. The inspection of material by the prospective bidders or their representatives are allowed in this office premises between 03.00 pm to 05.00 pm on 29/01/2024 to 03/02/2024 by contacting Purchase Officer / Purchase Section Staff available in JUT, Ranchi.
7. The successful tenderer with highest bid will be issued a sale order and shall have to make full payment (Less the EMD) in the form of Demand Draft for the quantity at the quoted rate, within 7 days from the receipt of Sale order. Any additional payment if required, the same shall be made to JUT, Ranchi before taking delivery of the material. Only after receipt of total sale price, necessary delivery order will be issued by the JUT, Ranchi.
8. In case the bidder fails to pay the full amount within 7 days of receipt of sale order, his security deposit is liable to be forfeited and his bid will be cancelled.
9. The bidder should take delivery of the items within 7 days from the date of Delivery Order, failing which 2% of bid order value per day will be charged extra after the stipulated time. In case of failure in depositing the full money and non-lifting of the material within the stipulated period, security deposit will stand forfeited.
10. Obtaining all statutory approval from the Govt. / Local bodies/ Police / Traffic wing required for purchase or clearing of materials is the sole responsibility of the purchaser only. JUT, Ranchi cannot be held responsible for any delay or lapses in this regard.

11. All labour, tools and equipment for loading the items from Site to buyer's trucks with all leads, lifts, etc., shall be at the cost of the buyer.
12. The material shall be collected in trucks licensed to carry such products.
13. The buyer will arrange to remove the materials sold to him and clear the site within the stipulated period mentioned.
14. The personnel employed for the disposal action (job) shall strictly obey the Safety Rules while working at the site.
15. The job shall be done without damaging the premises / roads / drains / etc. The buyer shall make good the damages, loss, etc., in the event of any occurrence otherwise.
16. All heaps of scrap materials shall be inspected by the intending purchaser before making an offer. Once an offer is accepted, purchaser will have to take delivery of the goods, notwithstanding all the faults and flaws, if any, in the condition or description etc. of the goods irrespective of whether it was actually inspected or not. No selection or sorting whatsoever of the goods will be allowed. The entire lot should be cleared by getting proper Gate Pass from the Caretaker. Removal and transportation of materials shall be done only during working hours. No materials will be allowed to go out after 5.00 PM on week days. Similarly, no materials will be allowed to go out on Sundays and Holidays. No other material should be removed from the site.
17. Any un-cleared or unnoticed materials left over by the purchaser within the premises cannot be claimed later.
18. No enquiry of bidder shall be entertained once the material is lifted by them.
19. JUT, Ranchi also reserves the right to accept/reject the offers or cancel the whole tender proceedings without assigning any reason whatsoever. The decision of JUT, Ranchi will be final and binding on the bidder(s). BIDDERS are not entitled to claim any damage or compensation in case of such cancellation.
20. Jurisdiction: The disputes, legal matters, court matters, if any shall be subject to Ranchi jurisdiction only.
21. The paper being disposed is to be treated in line with applicable rules / notifications /guidelines etc. as may be prescribed by the Government. The successful bidder shall be responsible to ensure this action.
22. The successful vendor shall indemnify, protect and save JUT, Ranchi against all claims, losses, costs, damages, expenses, action suits and other proceedings in respect of the material uplifted from JUT, Ranchi and recycled/processed by him as per waste (management and handling) rules notified by Ministry of Environment and Forests.
23. At any time, JUT, Ranchi may modify the bidding document by amendment thereto. The amendment will be notified on JUT's website only, which will be binding on bidders. Bidders should regularly visit the **above websites** to keep themselves updated.

**Sd/-**  
**Registrar (In-Charge),**  
**JUT, Ranchi**

**Bidder's Details**

|   |   |  |
|---|---|--|
| 1.  | Name of the Firm / Company  |  |
| 2.  | Name and Designation of Authorized Signatory  |  |
| 3.  | Communication Address   |  |
| 4.  | Office Phone No:<br>Mobile No:  |  |
| 5.  | Email ID:   |  |
| 6.  | GST Registration Number:<br>PAN Number:   |  |
| <b>Details of Bidder's Representative</b> |   |  |
| 7.  | Name of the contact person:<br>Designation:<br>Phone No:<br>Mobile No:<br>E-mail ID |  |

**UNDERTAKING**

I, the undersigned certify that I have gone through the terms and conditions mentioned in the bidding document and undertake to comply with them.

Authorized Signatory (signature in full): \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Company Rubber Stamp: \_\_\_\_\_



**DECLARATION**

I, \_\_\_\_\_ Son/Daughter/Wife of \_\_\_\_\_ Resident of \_\_\_\_\_  
\_\_\_\_\_ Proprietor / Director / Authorized Signatory of the  
Company / Firm, mentioned above, are competent to sign this declaration and  
execute this tender document;

I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. ... to ... (including all documents like annexure(s), schedules(s), etc.,) which form part of the contract agreement and I/We shall abide hereby by the terms / conditions / clauses contained therein.

The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

The corrigendum(s) issued from time to time by your department/organization too have all been taken into consideration, while submitting this declaration letter.

I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) in it totally / entirely.

I / We hereby confirm that the used answer books and other waste papers obtained from JUT, Ranchi will be used for making and/or manufacturing of recycled paper/board only.

I / We have inspected the scrap paper at JUT and interested in purchasing the same on "As is Where is" basis. I / We also undertake that these items shall be recycled / reprocessed as per waste (management and handling) rules notified by Ministry of environment and forests. In case any provision of this tender is found violated, then your department/organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_

**CERTIFICATE**  
**DECLARATION REGARDING BLACKLISTING / NON-BLACKLISTING**

I /We Proprietor / Partner (s) / Director (s) of M/s ..... hereby declare that the firm/ company namely M/S ..... has not been blacklisted or debarred in the past by any organization from taking part in Government tenders.

Or

I / We proprietor / partner (s) / Director (s) of M/s ..... hereby declare that the firm/ company namely M/S ..... was blacklisted or debarred by any Government Department from taking part in Government tenders for a period of .....years w.e.f..... The period over on..... and now the firm/ company is entitled to take part in Government tender.

In case the above information found false, I / we are fully aware that the tender/ contract will be rejected / cancelled by JUT, Ranchi shall be forfeited. In addition to the above, JUT, Ranchi will not be responsible to pay the bills for any completed/ partially completed work.

Signature: .....  
Name: .....  
Capacity in which as signed: .....  
Name & address of the firm: .....

.....  
Seal of the firm should be affixed.

Dated:

Signature of Bidder with seal





DECLARATION BY PAPER MILL (On its Letter Head)

I, \_\_\_\_\_ Son/Daughter/Wife of \_\_\_\_\_ Resident of \_\_\_\_\_ Proprietor / Director / Authorized Signatory of the Company / Firm, mentioned above, are competent to sign this declaration.

I/We hereby certify that Answer Books and Other Waste Papers purchased by the tender will be used for the pulp making by the our paper mill.

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_



**FINANCIAL BID**

Note: Documentary evidence is required to establish fulfilment of all conditions mentioned herein.

1. EMD FEE: Rs. 25,000/-  
(Details of DD amount, Bank name, DD No.)
2. Name of the Company/Firm/Agency/Individual:  
The Bidder Company/Firm/Agency should have been registered under the law as applicable.  
(Attach relevant document for Registration Details).
3. Address of Office:

| Sl. No. | Description   | Locations   | Rate in Figures per metric Ton (Rs.) | Rate in Word (Rs.) |
|---------|---|---|--------------------------------------|--------------------|
| 01      | Sell/Lifting of used Examined Answer Books stored in JUT, Ranchi Office and different Examination Centre (in colleges) under JUT, Ranchi. | 1. JUT, Ranchi<br>2. GP Ranchi<br>3. GP Dhanbad<br>4. GWP Jamshedpur<br>5. Alkabir Poly |                                      |                    |

**Note: The rate should not be less than Rs.21,000/- per Metric Ton.**

**Signature of Authorized signatory  
With Name and seal**