

Exam Cell

College of Engineering, Pune
(An autonomous institute of Govt. of Maharashtra)

Shivajinagar, Pune – 411005, INDIA

Tel: +91-20-25507018 Email: examcell@coep.ac.in

COEP/EC/Sakal Paper/Advt /2019/

Date 26/8/2019

प्रति,

मा.व्यवस्थापक,


दैनिक सकाल पेपर्स लिमिटेड.

विषय - जाहिरात प्रसिध्द करणेबाबत.

महोदय,

वरील विषयानुसार आपल्या दैनिक सकाल पुणे आवृत्ती मध्ये दिनांक २८/०८/२०१९ रोजी खालील जाहिरात प्रसिध्द करावी हि विनंती. या बाबतची देयके शासकीय नियमानुसार परिक्षा विभाग मुख्य इमारत अभियांत्रिकी महाविद्यालय पुणे येथे जमा करावीत.

Size: 8(W) x 3 (h) (cm)

	<p>अभियांत्रिकी महाविद्यालय पुणे (महाराष्ट्र शासनाची स्वायत्त संस्था) शिवाजीनगर पुणे - ४११००५ दूरध्वनी : (020) २५५०७००९, फॅक्स : (०२०) २५५०७७५९</p>
<p>जुन्या लिखित उत्तरपत्रिका व अन्य रद्दी कागद कच-याची विल्हेवाट लावण्यासाठी निविदा मागविण्यात येत आहे. सविस्तर माहिती संस्थेच्या संकेत स्थळावर www.coep.org.in उपलब्ध आहे. .</p>	
<p>संचालक</p>	



College of Engineering Pune

Shivajinagar, Pune 411 005

Quotation for Rate Contract

**Disposal of Scripted Answer Sheets
and of other paper waste**

Ref: COEP/ Exam Cell/Disposal of waste/2019

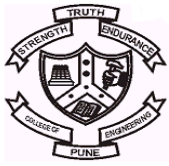
Date : 27th August 2019

Contact Person : Shirish Hiswankar (Section Officer) Exam Cell

Contact Phone : 020-25507751

Tender Fee : Rs. 1000/- (in words Rs One thousand only)**

Earnest Money Deposit : Rs. 5000/- (in words Rs Five thousand only)**



College of Engineering Pune

Shivajinagar, Pune 411 005

Ph : 020-25507751

Fax : 020-25507299

Ref: COEP/ Exam Cell/ Disposal of waste/2019/

Date : 27th August 2019

Invitation of Quotation

Name of Work : Disposal of Scripted Answer Sheets and of other paper waste related to Exam Cell at College of Engineering Pune

Competent bidders are invited to submit most competitive quotation for entering in to Rate Contract for next three years (from 16th September 2019 to 15th September 2022) for **Disposal of Scripted Answer Sheets and of other paper waste related to Exam Cell at College of Engineering Pune** by means of onsite shredding of answer sheets and sale of shreds along with other types of paper waste (without shredding) at COEP to be lifted and disposed on **“as is where is”** basis strictly for pulping only.

The bidder will have to bring their own vehicle mounted shredding machine to move it through departments. The disposal activity will be carried out twice in a year after each End Semester Examination. Bidder will have to submit the Pulping Certificate after each disposal activity.

1. The details are as below

Sr. No.	Types of Raddi	Approximate Quantity
1.	Confidential type (to be shredded on site and disposed off) Sciped Answer Sheets, Scraped Semester Grade Reports, Scraped Certificates, Other confidential documents and records related to exam Cell	3 Ton
2.	Non-Confidential type (to be disposed off without shredding) Office files and papers , Printed / Binded books, other non-confidential papers and records, Puttha & clips of files, file covers, plastic covers of spiral binds and transparent files, cloth lined envelops, carry bags and other garbage, etc.	Uncertain

The Schedule of the Tender is as follows

Period of Sale of Quotation Forms	Friday 27-08-2019 to	Thursday 04-09-2019
Timings	11.00 hrs to	13.00 hrs
Place for sale **	Examination Cell, COEP	
Dead line for receipt of Quotation at Exam Cell	04-09-2019	16.00 hrs
Date and Time of Quotation Opening	05-09-2019	11.30 hrs
Place of Opening	Examination Cell, COEP	
Competent Authority Inviting Quotations	Examination Cell, COEP	

(**) Bidders may download the tender form directly from the website <http://www.coep.org.in/>. However each submission should be accompanied with demand drafts of Rs. 1000/- as "Tender fees" & Rs. 5000/- as "Earnest Money Deposit" drawn in favour of "The Director, College of Engineering Pune"

Quotations will be opened in the presence of Bidders or their representatives who choose to attend at 11.30 A. M. 05-09-2019 in the office of the Examination Cell, College of Engineering Pune.

Terms and Conditions

1. The bidder should enclose the copy of shop act licence / registered partnership deed / Certificate of Incorporation (as the case may be) and copy of 3 years Income Tax Return.
2. Bidder will have to submit demand drafts of Rs. 1000/- as "Tender Fees" & Rs. 5000/- as "Earnest Money Deposit" drawn in favour of "The Director, College of Engineering Pune".
3. The drafts will be submitted to the bank immediately. The 'Earnest Money Deposit' will be returned to the Bidders after 8 working days from the date of credit of the amount to the bank account of this Institute.
4. Bidder must have experience in the relevant field of disposal of paper waste. Previous Work Orders / Invoice copies should be submitted as an evidence of the experience .
5. Bidder must not be under a declaration of ineligibility for corrupt or fraudulent practices or blacklisted with any of the Government Agencies. Self certification is to be enclosed declaring the same.
6. This Tender Document will be available on website <http://www.coep.org.in/> for downloading and rates are to be quoted at the last page of this document. Bidders seal and signature is to be affixed on every page of this document before submission.
7. Bid Validity - Bid once submitted will be valid for 90 days from the last date of submission of the bid.
8. The Institute reserves the right to accept or reject any or all bids and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidders.

9. Incomplete tenders & received after last date of bill submission will be rejected without consideration.
10. The rate quoted should be for a period of 3 Years (from 16th September, 2019 to 15th September, 2022).
11. Performance Security Deposit / Bank Guarantee (Nationalized Bank only) for an amount of Rs. 50,000/- (Rs. Fifty thousand only) is to be submitted immediately after accepting the Work Order. The performance security must be valid for 3 years (from 16th September 2019 to 15th September 2022). The same will be returned without any interest after completion of the service support period.
12. After award of work contract the allotted bidder will have to lift the material on “as is where is” basis twice a year. The time schedule of the same will be decided by this Institute after every ‘End Semester Examination’ and will be communicated accordingly.
13. The allotted bidder will have to give an undertaking on appropriate stamp paper duly notarized stating that all the shreds and papers will be pulped / recycled and not sold loose in the market and promising to submit the Pulping Certificate from a Govt. Recognised paper manufacturer at each time of disposal.
14. After declarations of time schedules of disposal time to time, deposit of an amount of Rs. 25,000/- (Rs. Twenty five thousand only) will have to be paid at every time of disposal activity by DD / RTGS / NEFT. This deposit will be adjusted against the receivable amounts of that particular disposal activity (*appropriated as per the weight of goods and rates mentioned in the award of contract*). If the receivable amount happens to be greater than Rs. 25000/-, the difference will have to be paid within 8 working days from the date of lifting the goods. Where as if the receivable amount happens to be less than Rs. 25000/-, the difference will be refunded within 8 days.
15. The Performance Security Deposit will be forfeited in case of breach of any clause of the contract from the allotted bidder.
16. The bidder will have to bring their own vehicle mounted shredding machine and reliable labour to move it through departments
17. A valid Calibration Certificate of the Weighing Machine will be checked and put to the records before weighing of the goods. The allotted bidder will have to bring the calibrated electronic machine on site.
18. The allotted bidder should ensure that the labour deputed by him on the site do not indulge in any unfair activities like theft, pilferages, drinking alcohol, spitting on the walls in the premises, etc.
19. The allotted bidder should bear all expenditure ought to be incurred for shredding and lifting the goods along with transportation and labour charges.
20. The allotted bidder will not be allowed to leave any garbage or refuse to lift any kind of garbage arising out of the disposal work in that premises.
21. The allotted bidder will have to clean and clear the work site before leaving the premises.

22. The Director, reserves right to cancel the contract at any time without assigning any reason thereof.

23. The director reserves all rights to reject any or all the quotations without assigning reason thereof.

Signature off Bidder

seal of the Bidder

Your quote may be mentioned below

Sr. No.	Types of Raddi	Approximate Quantity	Rate / Kg. In Rs.
1.	<u>Confidential type (to be shredded on site and disposed off)</u> Sciped Answer Sheets, Scraped Semester Grade Reports, Scraped Certificates, Other confidential documents and records	3 Ton	
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Signature off Bidder

Seal of the Bidder

Sd/-

Director
College of Engineering Pune