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**NORTH DELHI
MUNICIPAL CORPORATION**
**DIRECTORATE OF
PRINTING & STATIONERY**



25th Floor., Dr. SPM Civic Centre, Jawahar Lal Nehru Marg, New Delhi-110002

No.D/DIR. [P&S]/NDMC/2021/1137 Dated: 02/02/2021

SUB : UPLOADING OF TENDER DOCUMENTS ON NORTH DMC WEBSITE FOR SALE OF WASTE PAPER CUTTING IN MUNICIPAL PRESS.

Please find enclosed herewith the Tender Notice for sale of waste paper cutting accumulated in Municipal Press, North DMC, for uploading on the North DMC website.

ENCL. AS ABOVE

Addl. Director [IT]/NORTH DMC

Son 02.02.21

A.O. (IT)

02.2.21

Plc upload

ASD/IT

ASIA
Mansana
02/02/21

Director [P&S],
North DMC

NORTH DELHI MUNICIPAL CORPORATION
PRINTING AND STATIONERY DEPARTMENT
25th FLOOR, DR. S.P.M. CIVIC CENTRE, J.L.N. MARG
NEW DELHI-110002, TEL: 011-23227504

No. F 3 P&S/PI/2020-21/ 1136

Dated: 02-02-2021

TENDER NOTICE

Sealed tenders are invited for award of biennial rate contract for the sale of Waste Paper Cuttings arising of all sorts while cutting, trimming of paper, forms, books & registers in Municipal Press. Tenders will be received in the Office of Director (Printing & Stationery), 25th Floor, Civic Centre, New Delhi-110002 up to 3-00 P.M. on **15-02-2021** and will be opened soon after in the presence of tenderers if any present. Terms & Conditions for the tenders are given as under.

Terms & Conditions:

1. The contract will commence from the date of acceptance of tender and will continue for a period of two years.
2. A flat rate per kilogram in respect of waste paper cuttings is to be quoted. No separate rate will be accepted for coloured/white cuttings.
3. Rates should be hold good for 120 days from the date of opening of tender.
4. Payment in cash will be received at the time of delivery.
5. The contract will have to take delivery of the waste paper in any description & size offered after meeting Corporation demand such as printed, torn, soiled, clothiness, white, coloured paste boards and miscellaneous sheets mixed together monthly or earlier if sufficient quantity of waste paper has accumulated from the Press premises on full payment of the quantity received.
6. All bags, vehicles, labour required to weight and remove the waste paper shall be engaged by the Contractor at his own expense.
7. Contractor will not be allowed to do any kind of sorting in Press premises.
8. Tender without tender cost and earnest money deposit will be rejected.
9. Rates should be quoted on prescribed tender form which should be obtained from this office on payment of Rs. 500/- on any working day up to 2-00 P.M. No tender form will be issued on the date of opening of tender.
10. The rates shall be quoted in figures as well as in words and shall be protected with transparent tape failing which the bid shall be rejected.
11. The tender shall acceptable only with a sum of Rs. 5,000/- as earnest money deposited through Bank Draft in favour of Commissioner, North Delhi Municipal Corporation.
12. Earnest money where tender is not accepted will be refunded.
13. Tender fee is not returnable. No interest will be paid or can be claimed on deposition of earnest money with the department for the period it remain within the department.
14. The Corporation reserves the right of accepting or rejecting any tender without assigning any reason whatsoever and does not bind himself to accept the highest or any other tender.
15. The tendering firm is to abide by all terms & conditions of the Corporation. Offers with counter terms & conditions are liable for rejection and no conditional tender will be considered.
16. The successful tenderer shall be required to execute an agreement with the department stipulating all the conditions mentioned herein within 7 days from the date of communication of the approval of rate.
17. Failure to sign the agreement within the period specified shall amount to withdrawal of the approval of rates and will lead to forfeiture of amount of earnest money and its entire responsibility will lie on the Contractor.
18. In case there is holiday on the date of opening, tenders will be opened on next working day on same time. No separate intimation in this respect will be given.

Copy to

1. Notice Board.
2. DOV for information.
3. Addl. Director (IT) with the request to upload on website.
4. AC(HQ) with the request to attend the opening of tenders.
5. Asstt. Manager (Press)/Town Hall.
6. Director (P&S) for information.

Mohd
2/2/2021

Assistant Manager, Press