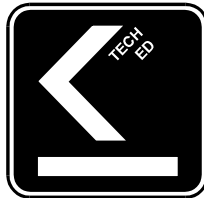


TENDER DOCUMENT

FOR

SALE OF 'WASTE PAPER'

**(Used Answer Sheets/Drawing sheets/Old
Newspaper/Old Magazines and other Scrap Paper)**



Rs. 500/-

**THE PUNJAB STATE BOARD OF TECHNICAL EDUCATION AND INDUSTRIAL TRAINING, Plot-
No 1-A, Sector 36-A, Chandigarh**

(Signature of the bidder)

**THE PUNJAB STATE BOARD OF TECHNICAL
EDUCATION AND INDUSTRIAL TRAINING (PSBTE&IT)**

PHONE NO.0172-2612262, 2622586

SECTION -I

1	Tender No./RFT Reference No.	PSBTE&IT-1501																		
2	Total pages	8																		
3	Description	<p>Sale of Waste Papers(Used Answer Sheets/Drawing sheets/Old Newspaper/Old Magazines and other Scrap Paper)</p> <table border="1"> <thead> <tr> <th>Item</th><th>Approx Qty.</th><th>Security (Rs)</th></tr> </thead> <tbody> <tr> <td>Used Answer Sheets</td><td>130 ton</td><td>50,000/-</td></tr> <tr> <td>Scrap Papers</td><td>15 ton</td><td>5000/-</td></tr> <tr> <td>Old Newspapers,</td><td>170 Kg</td><td>5000/-</td></tr> <tr> <td>Old Magazines</td><td>60 Kg</td><td>5000/-</td></tr> <tr> <td>Drawing Sheets</td><td>6.5 ton</td><td>5000/-</td></tr> </tbody> </table>	Item	Approx Qty.	Security (Rs)	Used Answer Sheets	130 ton	50,000/-	Scrap Papers	15 ton	5000/-	Old Newspapers,	170 Kg	5000/-	Old Magazines	60 Kg	5000/-	Drawing Sheets	6.5 ton	5000/-
Item	Approx Qty.	Security (Rs)																		
Used Answer Sheets	130 ton	50,000/-																		
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Old Newspapers,	170 Kg	5000/-																		
Old Magazines	60 Kg	5000/-																		
Drawing Sheets	6.5 ton	5000/-																		
4	EMD	Rs. 1,00,000/-																		
5	Sale of E-Tender Document	31.07.2025																		
6	Tender document cost	Rs 500/-																		
7	Last Date of Submission of online tender	20.08.2025 up to 5: 00 pm																		
8	Date of Opening of Technical bid	21.08.2025 at 11: am																		
9	Bidder shall upload bids on the website	https://eproc.punjab.gov.in																		
10	The tender document shall also be available on the Board's website	www.punjabteched.com and www.punjabteched.net																		
11	Opening of Commercial Bid	To be intimated later																		
12	<p>If the date of opening of e-tenders happens to be a holiday then the e-tenders will be opened on the next working day at the same time.</p> <p>Bidders must ensure that their Digital Signature must be valid at the time of tender evaluation</p>																			
13	The Punjab State Board of Technical Education and Industrial Training, Chandigarh shall not be responsible for any failure in uploading of the tender documents.																			

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General Conditions

1. The Punjab State Board of Technical Education and Industrial Training (PSBTE & IT), Chandigarh invites bids for **“Sale of Waste Paper** (Used Answer Sheets/Drawing sheets/Old Newspaper/Old Magazines and other Scrap Paper).” through e-tendering. Bidders are advised to study the tender documents carefully before submission of e-tendering. The highest bidder shall be awarded the contract for lifting the waste paper.
2. Bids are to be submitted online. A Valid Digital Signature Certificate (DSC) is mandatory to participate in the e-tendering process which may be procured from any of the authorized Certifying Authority (CA), such as; MTNL, TCS, emudhra, N-code, Sify. For participating in the e-tendering process, the Bidder shall have to get themselves registered with <https://eproc.punjab.gov.in> and get user ID, Password. For any clarification/difficulty regarding e-tendering process e-Procurement helpdesk may be contacted 0172-2970263 / 2970284.
3. Interested Bidder can download the e-tender documents online from website <https://eproc.punjab.gov.in>
4. E-tender document fee as given in Section I (page 2) as applicable shall be strictly paid through online mode. Other mode of payment will not be considered.
5. The Bidder's will have to deposit Earnest Money deposit (EMD) as given in Section I (page 2) which is to be paid through online mode. Other mode of payment will not be considered.
6. E-tender processing fee (Non-Refundable) as applicable shall be paid strictly through online mode. Other mode of payment will not be considered.
7. Corrigendum/Addendum/Corrections, if any will be published on the website <https://eproc.punjab.gov.in>.
8. Tenders which are not on the prescribed tender form or **containing partial bids** will be **rejected** straightway. Telegraphic quotations will not be accepted. This tender document is not transferable.
9. Tenders not meeting specifications as per the tender document will be ignored.
10. The E-tender document fee/ E-tender processing fees shall not be refundable under any circumstances.
11. The successful bidder shall deposit the prescribed security amount within 2 days of issuance of the work order, as specified in the tender document. The DD should be drawn in favor of the "Secretary, Punjab State Board of Technical Education and

Industrial Training, payable at Chandigarh".

12. The weighing of the material shall be jointly witnessed by a committee of the Board's authorized representative(s) and bidder or his authorized representative. All weighing shall be certified by this weighing committee. The weighing site for this purpose will be CITCO Chandigarh.
13. Secretary, The Punjab State Board of Technical Education & Industrial Training, Chandigarh, reserves the right to cancel any tender or the entire tender in the interest of the Board without assigning any reason thereof.
14. The successful Bidder shall bear all costs associated with the preparation and submission of bid, and the Board in no case will be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process i.e. Racking, Loading, Transportation etc.
15. The Bidder shall upload all the relevant documents on the e-tendering portal.
16. In case, the date of submission/opening of tender happens to be holiday, the tenders shall be received/opened on the next working day.
17. It will be responsibility of the Bidder that the waste paper being lifted from the Board will be used only for recycling in paper mill or in pulp industry or will be destroyed in an appropriate manner to ensure official secrecy.
18. Bidders may visit the Board premises during working days within time 3.00 pm to 4.00 pm and inspect the quantity, condition and type of material being sold.
19. The successful bidder shall have to deposit an amount equivalent to 1.25 times the total estimated cost of the materials planned to be lifted in one phase in the form of DD/cash. The DD should be drawn in favor of the "Secretary, Punjab State Board of Technical Education and Industrial Training, payable at Chandigarh". In case, the successful bidder does not deposit the requisite money, Earnest Money Deposit shall be forfeited and order shall be cancelled.
20. All disputes shall be subject to the jurisdiction of the courts at Chandigarh.
21. The quantities mentioned in Section-I are approximate and may vary (+/-) at the time of final order placement.

(Other Conditions)

1. Eligibility criteria

Only such bidders, who are registered sole proprietor/partnership firms and meet the following conditions (must be attached/uploaded along with signed Tender Document), shall be eligible to participate in the tender:

- 1.1 Self-attested documentary proof of establishment and registration of the sole proprietor/partnership firm.
- 1.2 Self-attested documentary proof of address.
- 1.3 Valid PAN and GST numbers are mandatory for participation in the tender. self-attested copies of both must be submitted.
- 1.4 Self-attested copy of the last year income tax return (ITR) must be submitted along with the tender documents.
- 1.5 Submission of earnest money deposit (EMD) and document fee as specified in the tender notice.

2. Terms & Conditions:

- 2.1 In case, the bidder fails to comply the terms & conditions, the Board may terminate the contract without assigning any reason and is free to dispose of the waste paper items in such a manner as may be deemed appropriate.
- 2.2 The successful bidder will be liable to complete the job of lifting the material from the Board office within a period of 20 days of getting the order. If the successful bidder does not start work in time or stop the work midway or leaves the work altogether, his EMD will be forfeited and the Board shall have the right to cancel the order.
- 2.3 It will be responsibility of the bidder to pack the material by his own laborers and the cost towards transportation, weighing, packing, loading, unloading etc. will also be borne by the bidder himself.

PERFORMA OF TECHNICAL BID
TECHNICAL DETAILS OF THE FIRMS/PARTY

Name of the Firm/Party _____

Location of the Firm/Party _____

Established since _____

Constitution of Firm/Party _____

PAN/GST No. (attach proof) _____

Undertaking

- 1 Certified that i/we have read and understood all terms and conditions laid down in the tender document and undertake to abide by them faithfully.
- 2 Certified that i/we am/are fully capable of lifting used answer sheets, scrap papers, waste materials, old magazines, drawing sheets, and other discarded items from the board premises as per the prescribed norms and schedule.
- 3 I/we also understand that such material shall be lifted only on the dates and times specified by the Board office, and i/we undertake to coordinate accordingly without causing any inconvenience to the staff or daily operations.
- 4 I/we further undertake that in case of failure to comply with the agreed terms, delay in lifting the material, or any breach of conditions specified in the tender, I/we shall be liable for blacklisting from future tenders or contracts issued by the board, without any claim or compensation.
- 5 I/we hereby declare that our firm is not blacklisted or debarred by any government department, public sector undertaking, or any other institution at the time of submission of this tender.
- 6 I/we understand and accept that:
 - I. In case of non-compliance with the terms and conditions, the board may terminate the contract without assigning any reason and may dispose of the waste paper items in any manner deemed appropriate.
 - II. The successful bidder shall be liable to complete the lifting of material within 20 days of receiving the order. if the bidder fails to commence, discontinues midway, or abandons the work, the board reserves the right to cancel the order and forfeit the earnest money deposit (EMD).
 - III. The bidder shall be solely responsible for packing the material using his own laborers and shall bear all associated costs including transportation, packing, loading, weighing and unloading.
 - IV. I/we hereby declare that all relevant documents (alongwith signed tender document) have been duly submitted and uploaded on the designated website, as required under the tender process.

(Stamp & Signature of Bidder)

Signature of the Bidder

Annexure – 'A'

Financial Bid

I/We _____ hereby offer rates, to purchase of Waste Paper (Used Answer Sheets/Drawing sheets/Old Newspaper/Old Magazines and other Scrap Paper) items from the Punjab State Board of Technical Education and Industrial Training, Chandigarh on annual rate contract basis (Rates quoted will be valid from one year from the date of acceptance):

Sr. No.	Description	Price/KG
1.	Used Answer Books	_____
2.	Scrap Paper	_____
3.	Old Newspapers	_____
4.	Old Magazines	_____
5.	Drawing Sheets	_____

Note: GST should be extra as applicable