

TENDER DOCUMENT FOR SALE OF SCRAP

TENDER NO.: NTA/Scrap/2023

**NATIONAL TESTING AGENCY,
MINISTRY OF EDUCATION, GOVT. OF INDIA**

- The Ministry of Education (MoE), Government of India (GoI) has established the National Testing Agency (NTA) as an independent, autonomous, and self-sustained premier testing organization under the Societies Registration Act (1860) for conducting efficient, transparent, and international standardized tests in order to assess the competency of candidates for admission to premier higher education institutions with a mission to improve equity and quality in education by developing and administering research-based valid, reliable, efficient, transparent, fair and international level assessments.
- National Testing Agency (NTA) has been established as a premier, specialist, autonomous and self-sustained testing organization to conduct entrance examinations for admission/fellowship in higher educational institutions.
- To assess competence of candidates for admissions and recruitment has always been a challenge in terms of matching with research based international standards, efficiency, transparency and error free delivery. The National Testing Agency is entrusted to address all such issues using best in every field, from test preparation, to test delivery and to test marking.

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NOTICE INVITING TENDER

Sealed tenders are invited from Industry owners, Scrap Dealers, Individuals and others who are interested in buying cardboards, used stationery items on 'as is where is basis'. The items are kept at the following address.

IIT Kanpur Outreach Center, C-20/1A/8 Block C, Sector 62 NOIDA.

a)	Name of Scrap Items	Card boards, Stationery items Paper waste Other miscellaneous items
b)	Procedure for quoting price	The offer price shall be quoted for above items on "as is where basis is". The tender shall be awarded based on the highest offer received for all items on single package basis. 100% advance payment with tax to be made to NTA before lifting the material.
e)	Scrap Lifting Time	By 1.00 p.m on 31 st August, 2023
f)	Last date of submission of bid	10.00 A.M on 29 th August, 2023
g)	Date of opening of Technical bid of the Tender	10.05 A.M on 29 th August, 2023

Joint Director

INSTRUCTION TO THE TENDERERS

The Tender shall be submitted in accordance with the instructions and any tender is not comply with the instructions as under is liable to be rejected. These instructions shall form the part of the tender and contract.

1. The tender should be submitted in **sealed cover** super-scribed as "**SALE OF SCRAPS**".
 2. The tender shall be completed in all respect and should be signed with date by the Authorized Signatory of Tenderer on all the pages.
 3. The offer price shall be quoted on single package basis on "**AS IS WHERE IS BASIS**". plus GST Extra
 4. The Tenderers are free to inspect the Scrap at **IIT Kanpur Outreach Center**, C-20/1A/8 Block C, Sector 62 **NOIDA**. on any working day from 26th August, 2023 to 28th August, 2023 between 11.00 A.M and 5.00 P.M in the presence of authorized NTA official.
 5. The tender shall be awarded based on the highest offer received on 'Single package basis'. In other words, the bidders will be required to quote for all items collectively. They are not required to quote for items individually.
- 6. Procedure for disposal of Scrap:**
- a) The successful Tenderer shall deposit the total payable amount by way of Demand Draft/Pay Order/Bank transfer in favor of **National Testing Agency** payable at Delhi by 10.00 A.M on 29th August, 2023.
 - b) The truck/tempo for Scrap lifting and carrying shall be arranged by tenderer at their own cost.

We confirm with our acceptance to the instructions given above.

TENDERER'S NAME & SIGNATURE WITH DATE

COMMERCIAL AND GENERAL TERMS & CONDITIONS

Sealed Tenders are hereby invited for disposal of Scrap on **"AS IS WHERE IS BASIS"**. The items are kept at **IIT Kanpur Outreach Center, C-20/1A/8 Block C, Sector 62 NOIDA.**

1. Tenderers shall submit their offers in a sealed cover super scribed as **"Tender for Sale of Scrap"** to this office on or before 10.00 A.M on 29th August, 2023.
2. Tenderers shall take into account the cost of labour, loading & cartage etc. for taking delivery from the premises of **IIT Kanpur Outreach Center, C-20/1A/8 Block C, Sector 62 NOIDA.** before quoting the rates.
3. Director-General, National Testing Agency reserves all the rights to accept or reject any or all the offers. His decision will be final and binding on the Tenderers.
4. The technical bids of the tenders will be opened **at 10.00 A.M on 29th August, 2023.** The Tenderers or their authorized representatives (One person only) may be present at the time of opening of the tender.
5. The successful Tenderers shall pay full amount by way of Demand Draft/Pay Order/bank transfer in favor of **National Testing Agency payable** at New Delhi towards the cost of Scrap by 3.00 P.M on 30th August, 2023.
6. The scrap is being sold on **"AS IS WHERE IS BASIS"**. The scrap is being sold on the assumption that the Tenderers have inspected the material completely.
7. The successful bidder will be required to remove/lift all the material by 1.00 P.M on 31.8.2023.
8. All the communication shall be addressed to:
**The Joint
Director(Admn),
National Testing Agency,
Okhla, NSIC Building,
New Delhi.**
9. In the event of any dispute the legal matter shall be subjected to the jurisdiction of **courts in Delhi only.**

10. In the event of any dispute the legal matter shall be subjected to the jurisdiction of **courts in Delhi only.**

We confirm with our acceptance to the Commercial and General Terms & Conditions as given above.

TENDERER'S NAME & SIGNATURE WITH DATE

NTA



TECHNICAL BID

Sl.No	Particulars To Be filled up by the Tenderer / Bidder	
1	Name of the Tenderer	
2	Postal address	
3	Telephone No. with STD code	
4	Name of Contact person/Designation	
5	Mobile No.	
6	E-Mail ID	
Following Documents To Be submitted in the Technical bid:		
7	The firm should have valid registration certificate in support of establishment of the firm (Enclose copy)	YES/NO
8	PAN (Permanent Account Number) (Enclose copy)	
9	Certificate of Registration for GST (Enclose copy)	
10	Bank Account Details	
12	Signed Terms and Conditions of the tender document enclosed as Annexure - I & II	
13	EMD of Rs.25000 in form of DD in favour of National Testing Agency, New Delhi.	



FINANCIAL BID

I/We offer our price for the scrap on "**AS IS WHERE IS BASIS**" "as detailed under

Offer price in INR	Offer price in words

I/We agree to pay taxes & govt. levies extra to the above quoted price.

Payment Terms

: 100% in advance

TENDERER'S NAME & SIGNATURE WITH DATE

NTA