

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
REGIONAL CENTRE**

North Block, Salt Lake, Kolkata-700 091
Email : rckolkata@ignou.ac.in, phone : 033 23592719

No. IG/RC-28/WM/SC-01/21/
Date : 16.08.2021

Invites Quotations for Sale of Waste Materials, Old assignments

On behalf of the Indira Gandhi National Open University (IGNOU), the undersigned invites sealed quotations for sale of waste materials, old assignments etc.

The waste materials are placed at IGNOU Study Centre, Iswarchandra Pathabhavan, 299 APC Road, Kolkata – 700 009 (Near Raja Bazar Tram Depot).

Date and time of inspection of items : 17th August to 6th September 2021 between 2pm to 4 pm

General Conditions:

1. The Quotation Submission Form containing the terms and conditions can be obtained from IGNOU Regional Centre, Kolkata, Bikash Bhavan, Salt Lake, Kolkata – 700 091 on all working days. The same can be downloaded from the University's website www.rckolkata.ignou.ac.in and submitted.
2. The Quotation Submission Form duly filled-in and complete in all respects along with supporting documents should be submitted to the Regional Director, IGNOU Regional Centre, North Block, Bikash Bhavan, Salt Lake, Kolkata – 700091 on or before 2 pm on 07.09.2021, which will be opened in the presence of the bidders or his representatives on 07.09.2021 at 3 pm.
3. The waste materials shall be sold to the highest bidder. The bids are invited for the lot (i.e. all the waste materials-old assignments) as a whole and no bid would be accepted for any part of the same.
4. Disposal of waste materials shall be undertaken as per the guidelines (Waste Management & Handling Rules) of the Ministry of Environment and Forests and related Statutory agencies and this is the responsibility of bidder.
5. The waste paper being scrapped shall be converted into pulp for paper. An undertaking has to be given in this regard.
6. The EMD of the waste materials is fixed at Rs.10000/- (Rupees Ten Thousand only)
7. The successful bidder should lift the items at their own cost of transport and labour within two days from the finalization of the bid, after depositing Bank Draft for the amount drawn in favour of IGNOU, Payable at Kolkata
8. Incomplete submission shall be summarily rejected. IGNOU reserves the right to accept or reject any or all the quotations without assigning any reason thereof.


Regional Director
IGNOU Regional Centre
Kolkata

Distribution :

1. IGNOU website RC, Kolkata
2. PWD Notice Board
3. IGNOU Notice Board

**Indira Gandhi National Open University
Regional centre, Kolkata**

**Quotation Submission Form for Sale of Waste Material-State/Damaged Printed Books
(To be filled in by the Bidders)**

1. Name of the Company/Organisation :
2. Address :
- Phone No/Mobile No :
- E-mail Id :
3. Whether the Company/Organisation is
Proprietorship/ Partnership/Pvt. Ltd./Other :
4. Name of the Authorised Signatory :
5. Registration/Sales Tax Reg No. :
6. PAN No (Enclose a signed photocopy) :

Quotation

1. Item : State study materials in printed book form
2. Rates per quintal : Rs. Rupees
3. Bid Security/EMD is enclosed herewith as per the details given below :

Description of item	Bid Security (Rs.)	Demand Draft No. / dated	Name of the Bank
State study materials in printed book form (torn, termite eaten/soaked)	Rs.10,000/-		

I, Proprietor/ Director/ Partner/ Authorized signatory of
..... (Name of the firm) having its registered office at
..... do hereby solemnly affirm and
declare that I/we undertake to abide by all the rules and regulations of the State/Central Govt./ Local Govt. with
regard to sale and disposal of waste materials and shall be liable to any penalties for non
adherence of regulations pertaining to this.

Signature

Seal of the Company

Dated: