

Memo No: SCERT/CT/18/2943-57 Dated: 26.10.2018

Subject: Quotations for the sale of waste paper.

Sealed quotations are hereby invited for the following material against each.

Sr. No.	Item with complete specification
1.	Newspapers (Hindi/English/Punjabi)
2.	Magazines
3.	Prospectus
4.	Question Booklets
5.	Waste Answer Sheets
6.	Other waste papers etc

You are requested to give your rates for above said items on each is attached performa in sealed envelope by **16.11.2018** in this office upto 4:00 pm.

The terms and conditions are as under:-

1. Quotation must be submitted in the enclosed performa in sealed envelop.
2. The last date of receipt of quotations will be **16.11.2018** and date of opening of quotation will be **19.11.2018** at **11.00** a.m. No quotations will be entertained after due date.
3. You or your representative may be present at the time of opening of quotations.
4. Quotations received can be rejected by undersigned or committee members without giving any reason.
5. Date of sale shall be intimated only to the approved party.
6. Weighing shall be done with weighing machine in the presence of Committee members.
7. The committee reserves the right to verify the particulars furnished by the applicant. If any information found incorrect the quotation liable to be cancelled.
8. If any, dispute is not settled amicably, the same shall be referred to the sole Arbitrator i.e. Director Higher Education Chandigarh Administration. The award given by the Arbitrator shall be final and binding upon both the parties. The Court of Chandigarh alone shall have the Jurisdiction to try any matter.
9. Conditional quotations shall not be entertained.
11. TCS or any other extras taxes to be deposited extras at source as per applicable.
12. Quantity of items can be increased or decreased.
13. Incase of date of opening of quotations happens to be public holiday, the quotations shall be opened on next working day.
14. For further detail please contact office of undersigned during the working hours i.e. 9.00 a.m. to 5.00 p.m.

SD/-
Director
SCERT
UT Chandigarh

**STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING (SCERT)
SECTOR 32 UT CHANDIGARH**

PERFORMA FOR RATES

1. Name of the firm/individual : _____
2. Address : _____
3. Telephone No./Mobile No. (if any) : _____
4. PAN/GST number : _____
5. My rates for the particular items are given below.

Sr. No.	Item with complete specification	Quoted rates
1.	Newspapers (Hindi/English/Punjabi)	
2.	Magazines	
3.	Prospectus	
4.	Question Booklets	
5.	Waste Answer Sheets	
6.	Other waste papers etc	

Date:

Signature
Name: