

**OFFICE OF THE ACCOUNTANT GENERAL (A&E),
KERALA, THIRUVANANTHAPURAM – 695 001.**

No.Records/WP/2023-24/ 12

Dated: 04.12.2023

TENDER NOTICE

Sealed tenders are invited for the disposal of waste paper from the Office of the Accountant General (A&E), Kerala, Thiruvananthapuram during the period of one year from the date of award of contract on the following conditions:-

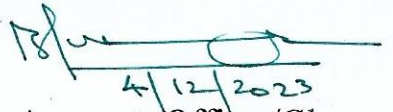
1. Sealed covers superscribed “**Tenders for the purchase of waste paper**” should reach the Deputy Accountant General (Admn.) on or before 5 PM on 13.12.2023. Tenders will be opened at **11 AM** on 14.12.2023. The tenderers or their authorised representatives can be present at that time.
2. The rate quoted should be the price of waste paper per Metric Ton (M/T) to be taken delivery from the premises of the Office of the Accountant General (Accounts & Entitlement), Kerala, situated 1.5 Kms. from the Central Railway Station at Thiruvananthapuram. The rate quoted should be including GST.
3. Waste paper accumulation will consist of the following.
 - a. Vouchers, Bills and Files.
 - b. Registers.
 - c. Printed matters (gazette and other publications) and obsolete forms.

The rate quoted should be common for the mix of all the above items irrespective of the composition or percentage of mix of the waste paper to be removed at any particular time or colour or thickness of paper. Different rates for different categories will not be accepted. Entire lot of waste paper should be lifted by the successful tenderer as and when called for to do so.

4. The waste paper falling under first two categories mentioned above should be torn to pieces by the contractor before they are packed for weighing.
5. Tearing, packing and weighing should be done at the expense of the contractor as per directions from this office and no rejection based on quality of paper will be allowed, on any account.
6. Weighing of the waste paper will be made on a platform balance in the Office of the Accountant General (A&E), Kerala, Thiruvananthapuram or on a weigh bridge selected by this office as decided by the Deputy Accountant General (Admn.) in each case. Charges of weighing of the waste paper will be borne by the contractor.
7. The cost of waste paper has to be paid by Demand Draft drawn from any branch of **State Bank of India/Scheduled Bank** in favour of the Pay & Accounts Officer, Office of the Accountant General(A&E), Kerala, Thiruvananthapuram payable at Thiruvananthapuram before it is removed from the office premises.
8. Ground rent @ Rs.200/- (Rupees Two hundred only) per day beyond ten days of intimation to the contractor will be levied for each day of delay on his part in the removal of waste paper.
9. An Earnest Money Deposit of Rs.15,000/- (Rupees Fifteen thousand only) in the form of a Demand Draft drawn on any branch of **State Bank of India/Scheduled Bank** in favour of the Pay & Accounts Officer, Office of the Accountant General(A&E),

Kerala, Thiruvananthapuram, is to be furnished alongwith the tender. The EMD of the unsuccessful tenderers will be returned to them after finalisation of the tender. The EMD of the successful tenderer will be adjusted towards the security deposit to be furnished. The EMD of the second and third bidders will be released after execution of the agreement by the first bidder. In case the successful tenderer fails to execute required agreement within the prescribed period (Note item 10 below), the EMD will be forfeited to the Government.

10. The contractor whose tender is accepted will have to remit an additional amount of Rs.30,000/- (Rupees Thirty thousand only) as security for the proper performance of the contract and execute agreement on stamp paper regarding the terms of the contract within **ten days** from the date of acceptance of the tender. Copy of the standard agreement can be obtained from this office.
11. The agreement will be in force for one year from the date of agreement, which can be extended upto three months, at the discretion of the Deputy Accountant General (Admn.).
12. The waste paper should be lifted after carrying out all the formalities within **ten days** from the date of notice or within two days from the date of weighing whichever is earlier, failing which a penalty of Rs.200/- will be levied for each day of delay. In case of failure on the part of the contractor, the Deputy Accountant General (Admn.) has the right to cancel the contract forthwith or to dispose of the waste paper otherwise at the cost and risk of the contractor. The Security Deposit in this case will be forfeited to the Government.
13. In case of any doubt as to the interpretation of the agreement, the decision of the Deputy Accountant General (Admn.) shall be final and binding on the contractor.
14. The Deputy Accountant General (Admn.) has the right to reject any tender without assigning any reason whatsoever.
15. Transfer of the contract and its subletting are strictly prohibited except with the special permission of the Deputy Accountant General (Admn.).
16. The quantity of waste paper to be sold during the period of contract is expected to be 5 to 10 Tons per year or nearabout. But this quantity and also the varieties mentioned in Para 3 above of this notice however are not guaranteed.
17. The quantity of waste paper weighed in the office premises and identified for removal by the contractor, shall be allowed to be removed only after making payment in full by Demand Draft drawn from any branch of **State Bank of India/Scheduled Bank** in favour of the Pay & Accounts Officer, Office of the Accountant General(A&E), Kerala, Thiruvananthapuram.
18. The office will not be responsible for any loss or damage to the items weighed and identified for removal by the contractor.


4/12/2023
Senior Accounts Officer/Gl.

To
Website.