



तेजपुर विश्वविद्यालय / TEZPUR UNIVERSITY
(केंद्रीय विश्वविद्यालय / A Central University)
कुल सचिव का कार्यालय / OFFICE OF THE REGISTRAR
तेजपुर-784028 :: असम / TEZPUR-784028 :: ASSAM

NOTICE INVITING TENDERS
FOR COLLECTION & DISPOSAL OF GARBAGE

ET-NIT-.....5708.....Dated-..24.02.2020..

Tezpur University invites **Online Tenders** under **Two-Bid system** from reputed bidders, either by themselves or as a joint venture/consortium/partnership having capacity to provide the services of disposal of garbage of Tezpur University on contract /outsourcing basis. Detailed tender document along with other details are available in the website <http://eprocure.gov.in/eprocure/> & www.tezu.ernet.in and interested bidders are asked to submit their Bid online in the CPP Portal.

(Tender Document and BoQ are attached/uploaded separately)

General Information about the NIQ

Last date and time for submission of Bids: 16.03.2020 (2.00 PM)

16te and Time of opening of Bids: 17.03.2020 (2.00 PM)

Place of Opening of Bids: Tezpur University


Joint Registrar
Tezpur University



TENDER FOR DISPOSAL OF GARBAGE

ET-NIT-.....5708.....DATED.24.02.2020.

Tezpur University, Napaam-Assam

Tezpur 784028

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NOTICE INVITING TENDERS FOR COLLECTION & DISPOSAL OF GARBAGE ON OUTSOURCE BASIS

Online Tenders are invited under Two-Bid system from reputed bidders, either by themselves or as a joint venture/consortium/partnership having capacity to provide the services of disposal of garbage of Tezpur University on contract /outsourcing basis.

SL.No	Subject	Date
1	Last Date/Time for submission/receipt of tenders	16.03.2020 (2.00 PM)
2	Date/Time for opening of Technical Bids	17.03.2020 (2.00 PM)
3	Date/Time for opening of Financial bids after technical evaluation of Bids	Shall be intimated later on after technical evaluation
4	Tender Processing Fee	1000.00 (Rupees One Thousand) Only
5	EMD	5000.00 (Rupees Five Thousand) Only
6	Security Deposit	

In case of any holiday on the day of opening the tenders will be opened on the next working day at the same time.


Jt.Registrar

INSTRUCTIONS TO BIDDERS

1. GENERAL:-

The present tender is being invited for collection and disposal of garbage from the premises of Tezpur University ,Napaam-Tezpur, Assam.

2. ELIGIBILITY CRITERIA OF BIDDERS:-

The bidders fulfilling the following criteria are eligible to participate in the tender :-

- A. Bidder possessing a valid licence /permission/NoC from Municipal Authorities, Gaon Panchayat,etc., for dumping and recycling of garbages in the designated location(s).
- B. Bidders having experience of providing similar service during the last Five (05) years in any Government Organization / Government Autonomous Institution(s).
- C. Any bidder either a firm or an individual not de-barred/black listed by any Department of Sate or Central Govt etc., or Institution.
- D. Financial Turnover of not less than 10(Ten) Lakhs during the last three(03) financial years from similar work.

3. ONE BID PER BIDDER AND SUBMISSION OF BID:-

- a. Each bidder shall submit only one bid either by himself or as a partner in joint venture or as a member of consortium. If a bidder or if any of the partners in a joint venture or any one of the members of the consortium participate in more than one bid, the bids are liable to be rejected.
- b. Details of the tender can be seen on the **website www.epocurement.gov.in**. Bidding shall be through **TWO BID SYSTEMS** consisting of **Technical bid and Financial bid**.
- c. All documents required in the tender should be serially numbered and duly signed by the bidder with the stamp of the firm on each page.
- d. The sealed covers for Tender Fee and EMD shall be addressed to the Jt.Registrar-GA, Tezpur University of Tezpur, Assam. Tezpur University and should be submitted physically/or through post in the Tender Box which is available in the Reception Area of the University on or before the closing time and date.

4. TECHNICAL BID:-

- a. **Bidders** intending to participate in the tender should first ensure that they fulfil all the eligible criteria as prescribed in the tender. The Technical Bid consists of the following documents:-



- i. The bidder shall submit full details of his ownership and control or, if the Bidder is a Partnership Firm, joint venture or consortium full details of ownership and control of each member thereof.
- ii. Self- attested copy of PAN Card/GST Registration Certificate.
- iii. Proof of experience as stated in Clause 2. B and supported by documents from the concerned organizations.

b. The bidder is expected to examine all instructions. Forms, Terms and Conditions in the Tender document. Failure to furnish all information required as per the Tender document or submission of a tender not substantially responsive to the Tender document in every respect will be at the bidder's risk and may result in rejection of his bid.

c. The bidder shall not make or cause to be made any alteration, erasing or obliteration to the text of the Tender document.

5. FORM OF BID:-

The Tender should be completed in all respects and duly signed and stamped by an authorized and empowered representatives of the Bidder. If the Bidder is a partnership firm, consortium or a joint venture, the Bid should be signed by a duly authorized representative of each member of participant thereof. Signatures on the Bid shall be witnessed and dated. Copies of relevant power of attorney should be attached.

6. DURATION OF CONTRACT:-

The contract may be initially for Three Years (03) and Tezpur University reserves the right to curtail or to extend the validity of contract for another Two(02) Years on the same rates and terms and conditions for such period as may be agreed to. The contract agreement may be terminated from either side by giving three(03) months notice.

7. BID SECURITY:-

a. The bidder shall deposit Bid Security (**Earnest Money Deposit**) for an amount of **Rs.50000/-** only (Rs. Fifty Thousand only) and non refundable tender processing fee of Rs.1000/- (One Thousand only) in the form of an **Account Payee DD from a nationalized bank**, in favour of 'Registrar' ,Tezpur University.The EMD will remain valid for a period of six months.

b. Any Tender not accompanied by EMD and Tender Processing Fee shall be rejected.

c. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract.

d. Bid security of the successful bidder shall be returned on receipt of performance security in the Tezpur University and after signing the contract agreement.



- e. EMD shall be forfeited if the bidder withdraws his bid during the period of Tender Validity.
- f. EMD shall be forfeited if the successful bidder refuses or neglects to execute the contract within the time frame specified by Tezpur University.

8. VISIT TO TEZPUR UNIVERSITY:-

Bidders are advised to visit and acquaint himself with the operational system at their own cost. It shall be deemed that the bidder has undertaken a visit to the University and is aware of the operational conditions prior to the submission of the tender documents.

09. RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS:-

- a. Tezpur University is not bound to accept the lowest or any bid and may at any time by notice in writing to the bidders terminate the tendering process.
- b. Tezpur University may terminate the contract if it found that the contractor is black listed on previous occasions by any Institution/ Local body/ Municipality/ Public Sector Undertaking etc.

10. AWARD OF CONTRACT:-

- a. University will award the contract to the successful evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the bidding document.
- b. The successful bidder will be required to execute an agreement within a period of 15 days from the date of issue of Letter of Offer.
- c. **The work will be awarded to the L-I agency.**

In case of financial bid of the quoted rates of more than one agency is found same as L-I, then the work will be awarded to the agency as per following preferences:-

- (i) Having maximum annual turnover.
- (ii) Having more experience of providing similar services.
- (ii) Distance of the Dumping/Recycling Site from the University Campus.

11. PERFORMANCE SECURITY:-

- a. The successful bidder shall be required to furnish a performance security within 15 days of receipt of "Letter of Offer" for an **amount of Rs.50,000/-** in the form of PBG/**Fixed Deposit Receipt** from a nationalized bank in favour of "Registrar" -Tezpur University.
- b. The performance security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations.



- c. In case the contract period is extended further the validity of Performance Security shall also be extended by the contractor accordingly.
- d. Failure of the successful bidder to comply with the requirements of above clauses shall constitute sufficient grounds for the annulment of the award and forfeiture of Bid Security/EMD.
- e. Tezpur University may terminate the contract in the event the successful bidder fails to furnish the Performance Security or fails to execute the agreement.

12. TERMS & CONDITIONS TO BE PART OF THE AGREEMENT:-

The Tezpur University hereby covenant with the Contractor as follows:-

1. The contractor, his staff and agents shall be entitled to use only those areas of the premises which will be required for disposal of collected garbage.
2. The contractor on his/her part to be performed as per terms of agreement shall peacefully use the limited area of premises for purpose of disposal of garbages.
3. Any notice required to be served on the Contractor under this Agreement shall be deemed to have been served if delivered at or sent by registered post to his last known address or to his authorized representative or agent. Similarly, any notice to be given to the University under this agreement shall be deemed to have been served if delivered at or sent by registered post to Tezpur University. The period of notice given under this Agreement will be counted from the date of receipt of notice by either side.
4. All notices to be given on behalf of the Tezpur University and all other actions to be taken on behalf of the Tezpur University may be given or taken on behalf of the University by the Registrar of Tezpur University or by any other authorized officer .
5. (a) The contractor shall not, unless with the written consent of Tezpur University, create a sub-contract of any description with regard to this contract or any part thereof nor shall be without such written consent as aforesaid assign or transfer his contract or any part thereof.

(b) The contractor shall use the premises only for the purpose indicated in this Agreement and for no other purpose whatsoever.
6. The Contractor his agents and staff shall perform and comply with all rules and regulations of the Shop and Establishment Act, Factories Act, Industrial Disputes Act, Minimum Wages Act and provisions of any statutory law applicable to the Contractor including any rules and regulations made by Tezpur University or any other Department of Government and or local body or administration in force from time to time and to carry out the business which the Contractor is allowed to carry on under this Agreement and to the area in which the said premises are located.



7. (a) The Contractor shall indemnify Tezpur University from/against any claims made or damages suffered by the University by reason of any default on the part of the Contractor in the due observance and performance of the provisions of any law which may be related to the purpose of this Agreement and to the area in which premises are located.

(b) Tezpur University shall not be held responsible in any way for loss or damage by any means causes to the Contractor's stock or property.
8. The Contractor shall comply with the requirements of all standard health clauses including those given below:-

(a) The Registrar of Tezpur University or any other authorized officer may without notice inspect the garbage collection area at any time and submit the report regarding cleanliness of area and performance of the Contractor.

(b) All instructions given by Tezpur University in the maintenance of public health of the premises of Tezpur University including sanitation control prevention of infectious diseases, shall be carried out by the Contractor .
9. The Contractor, his agent(s) and staff shall not abuse the water sources and drainage facilities in the premises so as to create a nuisance or unsanitary situation prejudicial to public health.
10. In the event of any default, failure negligence or breach in the opinion of the Tezpur University on the part of the Contractor in complying with either of these conditions specified in the foregoing sub-clauses, the Tezpur University shall be entitled to repair the damage or make the requisite replacement and call upon the Contractor to reimburse cost thereof which the contractor undertakes to pay forthwith on demand.
11. Contractor shall not damage any part of the University premises and in the event of any damage being caused to the same intentionally or otherwise by the Contractor or his employees or invitees or customers, the University shall be entitled to repair the damage or make the requisite replacement and call upon the Contractor for replacement and/or to reimburse cost thereof which the contractor undertakes to pay forthwith on demand.
12. The Contractor should agree to provide necessary training to its engaged employees for safe handling and loading of garbage on the vehicle from collection area.
13. The Contractor will, during the continuance of this contract insure against any claim for workmen's compensation or otherwise of all persons employed by him in connection with his business to be carried on as aforesaid with the insurance company.
14. In the case of such breach of the terms of this contract as minor offences and complaints coming to its notice for which, in the opinion of the this Agreement need not be terminated Tezpur University may, at its discretion, recover compensation from the Contractor up to the



limit of the security deposit of the Contractor or more. The decision of the Registrar, Tezpur University in this respect will be final and binding on the contractor.

15. Tezpur University do not recognize any Association of the Traders and in case any negotiation/bargain necessary with regard to the clarification of the terms & condition of the Contract or modification thereof, such negotiations should be sought by the contractor alone and no collective representation/bargaining will be entertained.
16. On expiry of the contract period or on termination of the contract by Tezpur University on account of any breach on the part of the Contractor, the Contractor shall deliver the possession of the premises in good condition and in peaceful manner along with furniture, fittings, equipment's and installations, if any, provided by the University. Further the Contractor shall remove his/her goods and other materials from the premises immediately failing which Tezpur University reserves its right to remove such goods/materials at the cost & risk of the contractor and demand payment for such removal. If such payment is not made within 15 days, Tezpur University shall be at liberty to dispose off the goods/materials of the Contractor by public auction to realise the cost. The Contractor shall not be entitled to raise any objection in such an eventuality.
17. All the rules and regulations of Tezpur University which are now in force and which may hereafter come into force shall be applicable to the contractor also.
18. The Garbage will be collected from various areas of premises by the employees deputed by the Contractor packed in black coloured waste collection bags in the area already earmarked as central point for collection of garbage. However, the place may be changed as per discretion of the University.
19. **The contractor will be required to provide the services of loading of collected garbage on the truck/tractor trolley, transport it to the area designated for dumping of garbage by the concerned authorities.**
20. All materials equipment's tools including disinfectants, trucks, etc., required for the above contract shall be arranged by the Contractor at his own cost.
21. The Contractor shall sprinkle disinfectant at the garbage collection points after picking up the garbage.
22. **The garbage shall be disposed of maintaining all safety precautions as permitted by the State Government, Local Authorities at the garbage dumping yard at the cost of the contractor. The sole responsibility for this lies with the contractor.**
23. Tezpur University has the right to check, search, examine the persons and belongings of the employees/representatives and agents of the contractor while entering/leaving the premises.



24. The garbage collection point(s) in the Tezpur University shall be kept clear of any dumps or spill outs by the contractor.
25. Tezpur University does not guarantee the quantity of garbage and the entire garbage is to be removed on as-is-where-is basis on daily basis.
26. The contractor shall not carry out any sorting (for recycling) of garbage in the operational area or in the premises of Tezpur University.
27. Frequency of disposal of garbage will normally be daily/once a week but Tezpur University may ask for increasing the frequency as per discretion/requirement.
28. Use of alcoholic drinks, chewing of tobacco or gutkha and smoking is strictly prohibited within the premises of Tezpur University.
29. The contractor will adhere to prevailing rules related with Labour Act, BMW management & handling rules related with transportation and dumping of the garbage and other rules and regulations applicable in providing the services of disposal of garbage.
30. The list of Staff and registration number of the vehicles to be engaged shall be made available to the University and if any change is required, the fresh list shall be made available by the agency after each and every change.
31. The contractor will have to maintain a register as per format regarding services rendered by him. This will be counter signed by the authorized official of the Tezpur University. While raising the bill, the copy of the relevant pages of the register having the signature of contractor/worker and counter sign of authorized official of the University has to submit along with bill for the purpose of verification and payment.
32. All liabilities arising out of accident or death while on duty shall be borne by the contractor.
33. That in the event of any loss occasioned to the University, as a result of any lapse on the part of the contractor which will be established after an enquiry conducted by the University , the said loss can be claimed from the contractor up to the value of the loss. The decision of the Registrar, Tezpur University will be final and binding on the contractor.

14. WORKING HOURS: -

All the work related with disposal of garbage has to be performed during working hours. The loading of garbage have to be done in presence of authorized representative of the University.

15. PAYMENT:-



The payment would be made in the second week of the next month for services rendered by contractor in previous month on timely submission of bills.

16. PENALTY:-

- a. In case, the performance of the contractor is found to be unsatisfactory the penalty of 5% will be imposed for first default, 10% for second default and 20% for third default, for payment of that particular week. The payment will be released after deducting the penalty amount, if any.
- b. Even after imposing penalties, if the contractor fails to improve the services found unsatisfactory, the contract for the remaining period will be terminated and performance security will be forfeited.
- c. All the penalties imposed by any govt. agency for violation of rules and regulations will have to be borne by the agency. Tezpur University will not be responsible for payment of such penalties. In case the agency does not pay the penalty, the same will be deposited to the concerned department by Tezpur University and paid amount will be deducted from the bill or performance security, as the case may be.

17. DEFAULT IN THE PAYMENT:-

If as a result of post payment audit any overpayment is detected in respect of any work done by the agency or alleged to have done by the contractor as per the Agreement, it shall be recovered from the Contractor.

18. The contractor shall not engage any such sub-contractor or transfer the contract to any other person in any manner.
19. The contractor shall indemnify and hold Tezpur University harmless from and against all claims, damages, losses and expenses arising out of, or resulting from the works/services under this contract provided by the contractor.

20. FORCE MAJEURE:-

- a. If at any time during the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such events. Neither party shall by reason of such event, be entitled to terminate the contract in respect of such performance of their obligations.
- b. The performance of any obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist.
- c. If the performance of any obligation under the contract is prevented or delayed by reason of any of the event beyond a period mutually agreed to either party may at its option terminate the contract.

21. DISPUTES AND ARBITRATION:-

All disputes and differences arising out of or in any way touching or concerning this Agreement shall be referred to arbitrator as may be appointed by the Registrar of Tezpur University, to the sole arbitrator or any person who, for the time being, is entrusted by whatever designation, such officer may be called or a person nominated by such officer. There will be no objection to any such appointment that arbitrator so appointed is a Govt. Servant, that he/she had to deal with the matter to which this Agreement relates and that in performing his duties as such Govt. Servant he/she had expressed views on all or any of the issues and such appointment shall be final and binding on the parties.

INSTRUCTIONS TO BIDDERS FOR ONLINE BID SUBMISSION

Instructions to the Bidders to submit the bids online through the Central Public Procurement Portal for e Procurement at <http://eprocure.gov.in/eprocure/app>

1. Possession of valid Digital Signature Certificate (DSC) and enrollment/registration of the agencies/bidders on the e-Procurement/e-tender portal is a prerequisite for e-tendering.
2. Bidder should do the enrollment in the e-Procurement site using the "Online Bidder Enrollment" option available on the home page. Portal enrollment is generally free of charge. During enrollment/registration, the bidders should provide the correct/true information including valid email id. All the correspondence shall be made directly with the agency/bidder through email id provided.
3. Bidder need to login to the site through their user ID/ password chosen during enrollment/registration.
4. Then the Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by SIFY/TCS/nCode/eMudra or any Certifying Authority recognized by CCA India on eToken/SmartCard, should be registered.
5. The DSC that is registered only should be used by the bidder and should ensure safety of the same.
6. Agency/Bidder may go through the tenders published on the site and download the required tender documents/schedules for the tenders he/she is interested.
7. After downloading / getting the tender document/schedules, the Bidder should go through them carefully and then submit the documents as asked, otherwise bid will be rejected.
8. If there are any clarifications, this may be obtained online through the tender site, or through the contact details. Bidder should take into account the corrigendum published before submitting the bids online.
9. Bidder then logs in to the site through the secured log in by giving the user id/ password chosen during enrolment/registration and then by giving the password of e-Token/Smartcard to access DSC.
10. Bidder selects the tender which he/she is interested in by using the search option & then moves it to the 'my tenders' folder.
11. From my tender folder, he selects the tender to view all the details indicated.
12. It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, the bid will be rejected.
13. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender documents/schedule and generally, they can be in PDF/xls/rar/jpg/dwf formats. If there is more than one document, they can be clubbed together and can be provided in the requested format. Bidders Bid documents may be scanned with 100 dpi with black and white option. It is advisable that each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced through rar and the same can be uploaded, if permitted. However, if the file size is less than 1 MB the transaction uploading time will be very fast.
14. If there are any clarifications, this may be obtained through the site. Bidder should take into account the corrigendum published from time to time before submitting the online bids.
15. The Bidders can update well in advance, the documents such as certificates, annual report details etc., under My Space option and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.



16. Bidder should submit the Tender Fee/EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission due date & time for the tender or as indicated in the tender. Scanned copy of the instrument should be uploaded as part of the offer.
17. While submitting the bids online, the bidder reads the terms & conditions and accepts the same to proceed further to submit the bid packets.
18. The bidder has to select the payment option as offline to pay the Tender Fee/EMD as applicable and enter details of the instruments.
19. The details of the DD/ any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise submitted bid will not be acceptable or liable for rejection.
20. The bidder has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation they have read all sections and pages of the bid document including General conditions of contract without any exception and have understood the entire document and are clear about the requirements of the tender requirements.
21. The bidder has to upload the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid will be rejected.
22. If the price bid format is provided in a spread sheet file like BoQ_xxxx.xls, the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Price-bid BOQ template must not be modified/replaced by the bidder; else the bid submitted is liable to be rejected for this tender.
23. The bidders are requested to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). The **TIA will** not be held responsible for any sort of delay or the difficulties faced during the submission of bid online by the bidders at the eleventh hour.
24. After the bid submission (i.e. after Clicking "Freeze Bid Submission" in the portal), the acknowledgement number, given by the system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and will also act as an entry pass to participate in the bid opening date.
25. The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
26. All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.
27. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers' public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
28. The confidentiality of the bids is maintained since the secured Socket Layer 128-bit encryption technology is used. Data storage encryption of sensitive fields is done.
29. The bidder should logout of the tendering system using the normal logout option available at the top right-hand corner and not by selecting the (X) exit option in the browser.
30. For any queries regarding e-tendering process, the bidders are requested to contact as provided in the tender document. Parallely for any further queries, the bidders are asked to contact over phone: 180030702232 or send a mail over to cppp-nic@nic.in.



Jt. Registrar

TENDER FORM FOR DISPOSAL OF GARBAGE CONTRACT

1. Name, address of Bidder and Telephone numbers:

2. Name, Designation, Address and Telephone No. of authorized person of the Bidder to deal with:

6. Please specify as to whether Bidder is sole proprietor/partnership firm

7. Name and Address and Telephone No. of Director(s)/partners :

8. GST Registration Number:

9. PAN Registration Number :

10. Licence /permission/NoC from Municipal Authorities, Gaon Panchayat for dumping of garbages in the designated location(s) of these authorities.

11. Copy of previous financial year's Income Tax Return:

12. Details of Tender Fee/EMD:
 - (a) Tender Processing Fee :.....
 - (b) EMD :

Declaration by the bidder:

This is to certify that I/We, before signing this tender, have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

(Signature of the bidder)
Name and address

(Seal Of The Bidder)



UNDERTAKING

(To be executed on Rs.100/- Non- Judicial Stamp Paper attested by Magistrate/Notary oath counsellor)

To

(Designation and Name of the concerned Department)

Name of the Bidder _____

Name of the tender _____ Due Date _____

Sir,

1. I, on behalf of, undertake as follows :

I/We, before signing this bid have read and fully understood all the terms and conditions and instructions contained in the tender document and undertake to abide by the said terms and conditions.

2. I/We shall provide **service of garbage collection and disposal of garbage on the Tezpur University Campus** un-interrupted.

3. The rates quoted by me/us are valid to and binding on me/us for acceptance for the period from the date of finalization of the current tender till the whole contract period or approval/finalization of the current tender till the whole contract period.

4. I/We undersigned hereby bind myself/ourselves to the Registrar, Tezpur University to provide the requisite services to the University , during the period under contract commencing from the date of finalization to whole contract period or up to the date of finalization of next tender, as the case may be.

5. The services shall be of the best quality as per the requirement of the Institution. The decision of the Registrar, Tezpur University regarding the performance of the required services shall be final and binding.

6. I/We declare that **no legal/financial irregularities** are pending against the proprietor/partner(s) of the firm and that **no criminal proceeding** is pending against me/us and that our firm **has not been black-listed** or banned any work in the past in/by any of the govt. organization/Public Sector/reputed private organization.



8. I/we will undertake to pay GST or any other state/central taxes as applicable from time to time.
9. That the rates quoted by me/us, when approved and selected by the Registrar, Tezpur University, will be valid for the period (from finalization of current tender to finalization of next tender) if otherwise not stated.
11. To provide the services within stipulated period and if I fail to provide it during the stipulated period, necessary action can be taken by the Registrar, Tezpur University.
12. That I/we will not submit any irrelevant document with the TENDER and in doing so I will not have any objection, if my tender is rejected on that ground.

Signature of the bidder

Affirmation

I/we pledge and solemnly affirm that the information submitted in tender document is true to the best of my knowledge and belief. I further pledge and solemnly affirm that nothing has been concealed by me/us and if anything adverse comes to the notice of the University during the validity of contract period, Tezpur University will have full authority to take appropriate action as may be deemed fit, without assigning any reason thereof.

Date _____

Place _____

Signature of Bidder

(Name of Bidder)



Tezpur University , Assam

ANNEXURE-III

Tender for Providing Services of Disposal of Garbage

CHECK-LIST FOR PRE-QUALIFICATION/TECHNICAL BID

Sl.No	Documents asked for	Details of Document attached		Pg No.
1	(EMD) of Rs.50000/- & tender processing fee of Rs.1000/- in the form of DD/issued in favour of Registrar Tezpur University ,Assam	EMD of Rs_____(Rupees in words) Form in favour of_____	Tender Fee of Rs_____(Rupees in words) Form in Favour of_____	
		DD No._____	DDNo._____	
2	One self-attested recent passport size photograph of the Authorized person of the Bidder(s) with name,telephone numbers. If the bidder is a partnership firm, name, designation, address and office telephone numbers of Directors/Partners also	Bidder's Name. Auth Person Name Add: Tel No:		
3	Self-attested copy of the PAN card issued by the Income Tax with copy of Income Tax Return of the last financial year	PAN .		
4	Self attested copy of GST Registration number	GST Reg. No: Date of Issue:		
5	Self-attested copy of valid Registration number of the firm/agency	Regd. No of Firm: Date of Issue:		
6	Proof of experiences as specified in clause 2 A (a)			
7	Financial Turnover of previous three years certified by CA for similar Works.	F.Y.2017-18 F.Y.2018-19 F.Y.2019-20		
8	Duly filled & Signed Annexure-I & III			
9	Undertaking on a stamp paper of Rs 100/- (Rupees one hundred only) as per format prescribed in Annexure-II			
10	Copy of valid Permission/NoC of Gaon Panchayat , Pollution Control Board , etc.,			
11	Work Order(s) of Experience			
12	User Certificate of Clients			

Signature of the Bidder

Name of Bidder :

Address of Bidder:

Telephone No

E-mail Id:

Annexure IV



TENTATIVE QUANTITY OF DUSTBINS

Area	No of Hostel,Qtr,Shopping.Com plex, Dept,etc.,	Capacity of Dustbin	No.of Dustbin
Boys_Hostel Per Hostel 1 st floor 4 nos 2 nd floor 4 nos front side 2 nos Backside 2 Side nos	7	120 Litres	70
Girls Hostel Per Hostel 1 st floor 4 nos 2 nd floor 4 nos front side 2 nos Backside 2 Side nos	8	120 Litres	80
AT D Type Qtr. Per 2 Qtr One Dustbin 80 Kg	22	80 Litres	11
RCC D Type Qtr. . Per 2 Qtr One Dustbin 80 Kg	12	80 Litres	6
AT C Type Qtr. . Per 2 Qtr One Dustbin 80 Kg	51	80 Litres	26
RCC C Type Qtr. . Per 2 Qtr One Dustbin 80 Kg	48	80 Litres	24
AT B Type Qtr. Per 2 Qtr One Dustbin 80 Kg	16	80 Litres	8
RCC B Type Qtr. Per 2 Qtr One Dustbin 80 Kg	48	80 Litres	24
Shopping Complex For 20 Shops	20	120 Litres	20
SOE Per Department 2 Dustbin of 80 Kg & Dhaba	8	80 Litres	16
Departments Per Department . 2 Dustbin 80 Kg	17	120 Litres	54
Students Activity Centre	01	80	01
Community Hall	04	120 Litres	04
Essential Point	02	120 Litres	02
Bus Stoppage Points	06	80 Litres	06
Guest House	04	120 Litres	04