



No. MANUU/Purchase/F.126/2021-22/269

09-07-2021

PUBLIC AUCTION NOTICE
(as is where is basis)

Sub: MANUU – Purchase & Stores – Public Auction of [UG/PG/Certificate/Diploma] used answer booklets of Exam Branch MANUU – Reg.

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The University intends to dispose of answer booklets of Examination Branch through Public Auction from the registered firms. Registered firms may submit the sealed quotations as per Annexure – I (separate sealed envelope should be kept for financial bid i.e. Annexure II) along with EMD Declaration Certificate as per Annexure-III on or before **26-07-2021 by 3.00 p.m.** The sealed envelopes shall be dropped in the box at Purchase & Stores Section. After technical evaluation of bids received, the auction will be held on same day at 03:30p.m. with technically qualified firms in the presence of University Officials. The bidders may inspect the site during office hours i.e. 10am to 5pm (from Monday to Friday) where these materials are kept.

Details Answer booklets

Sl.	Material Description	Qty approx.
1.	Used answer scripts of size: A4 demy approx. 32 page each / other material	18000kgs approximate

Terms & Conditions:

1. The bidder should be registered firm. GST certificate must be submit along with Annexure – I.
2. Material will be disposed of “as is where is basis” against full payment inclusive of all taxes / labour etc.
3. **Procedure for Selection of H-1 bidder:** The firm shall quote and submit the Highest Rate in Annexure-II in the sealed envelope and the Auction will be start from the Highest quoted rate from among the technically qualified bidder.
4. The amount should include all the charges including GST, transportation, integration etc.
5. The firm should have successfully completed similar work of paper material / paper scrap / paper products / paper shredding material or any other relevant paper material. Iron / plastic etc, which are not relevant to paper product shall not be considered. The Purchase Order / Work of the following indicating weight of the material shall have to be provided.
 - (i) Should have executed similar work against three work orders of 7.2tons each during the last five years. Or
 - (ii) Should have executed similar work against two work orders of 9tons each during the last five years Or
 - (iii) Should have executed similar work against one work order of 14.4tons during the last five years

Gachibowli, Hyderabad – 500 032



6. **Sale Award:** The successful auctioneer shall remit the full value of material before lifting the material in the form of DD.
7. The successful auctioneer should submit 3% of value of Sale Award Value as Performance Security in the form of D.D/ Fixed Deposit Receipt / Bank Guarantee in favour of MANUU payable at Hyderabad which would be released (without interest) on submission of letter from the mill within one month, certify that the same was used for recycling purpose / pulped. Failing which, the performance security will be forfeited and liable for blacklisted for 2years from the date of such notification.
8. **Lifting of Material:** The successful auctioneer shall lift and transport the entire material within 7 days (excluding holidays, Saturday and Sunday) from the date of issue of sale delivery order at their own cost. Before lifting the material, the firm shall deposit the Demand Draft equivalent to H-1 rate for 18000kgs and before lifting the material from the campus, shall deposit entire amount.
9. The material should be weighed in the presence of University Officials. Requisite weighing machine, labor, packing material etc shall have to be arranged by the bidders. Lifts are not permitted to use.
10. The quantities shown in the above table may vary and the University reserves the right to award $\pm 25\%$ of the tender value / each item (s) / quantity on H-1 rates while award of the contract.
11. Conditional / incomplete tender are liable for rejection.
12. The University reserves all the rights to place the order with the firm quoted Highest rate (H1) during Public Auction.
13. MANUU will not take any responsibility of the items after sale award and after shifting from MANUU Premises.
14. For any query/clarification, you may contact Purchase & Stores Section, 040-23001697.
15. The University reserves all the rights to reject or accept any auction without assigning any reason or cancel or withdraw the tender notice at any stage.
16. In case of any dispute, Hyderabad will be the Jurisdiction. The Registrar, Maulana Azad National Urdu University, Hyderabad shall decide the issue and his decision will be final and shall be binding on the both the parties.


Registrar i/c.
5/4



Annexure-I (Technical Bid)

(to be submitted in separate sealed cover as "Technical Bid")

1.	Name of Firm	
2.	Contact Details	Postal Address Tel No. / Mobile: E-mail:
3.	EMD Declaration Certificate as per Annexure – III	(Enclosed Proof)
4.	GST / Firm Registration Details	(Enclosed Proof)
5.	Experience Certificate as per the tender clause no. 5 (i) Should have executed similar work against three work orders of 7.2tons each during the last five years. Or (ii) Should have executed similar work against two work orders of 9tons each during the last five years Or (iii) Should have executed similar work against one work order of 14.4tons during the last five years	(Enclosed Proof) The proof shall contain the quantity in its work order / completion certificate. Failing which the bid will be rejected.

Declaration: i) That we have not been debarred by any Government Department/Under taking.
ii) It is hereby declared that the firm have carefully read and understood the tender and **agreed with all the clauses**, terms and conditions of the tender, Hyderabad jurisdiction etc and agreed that the decision of the University shall be final in all respect.

Place :
Date :2021

Signature of the authorized
representative of the firm with stamp

[Handwritten Signature]

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी

مولانا آزاد نیشنل اردو یونیورسٹی

MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

PURCHASE & STORES SECTION



Annexure-II (Financial bid)

(to be submitted in separate sealed cover as "Financial Bid")

1.	Rate Per KG Inclusive of all	Rs..... In words:
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Declaration:

- i) That we have not been debarred by any Government Department/Under taking.
- ii) It is hereby declared that the firm have carefully read and understood the tender and **agreed with all the clauses**, terms and conditions of the tender, Hyderabad jurisdiction etc and agreed that the decision of the University shall be final in all respect.

Place :

Date :2021

Signature of the authorized
representative of the firm with stamp

Gachibowli, Hyderabad – 500 032

☎ 040-23001697, EPABX No.2300 6612 -15 / Extn: 1342, Website: www.manuu.ac.in & Email: purchase@manuu.edu.in

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PURCHASE & STORES SECTION



ANNEXURE-III (EMD DECLARATION)

FORMAT FOR SUBMISSION OF EMD DECLARATION

(On the firm letter head duly signed and stamp)

FORMAT FOR SUBMISSION OF EMD DECLARATION

This is to certify that M/s..... (name of the firm) having registered office at (address of the firm) request for exemption for submission of EMD against the tender No..... dt..... as per the provision of Government of India O.M. No. F.9/4/2020-PPD, dated: 12.11.2020.

We, further declare that, if we withdraw or modify our bid during period of validity / extended period of validity, we are aware that MANUU will suspend our firm from participation in any tender(s) pertaining to MANUU for a period of two years from the date of this declaration.

Place :
Date :2021

Signature of the authorized
representative of the firm with stamp

Gachibowli, Hyderabad – 500 032