



No. MANUU/Purchase/F.126/2024-2025/281

26-07-2024

**PUBLIC AUCTION NOTICE**  
**(as is where is basis)**

**Sub: MANUU – Purchase & Stores – Public Auction of 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 of Rs. 15,000/- on or before 05-08-2024 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 approx. 32 page each / other similar material	21000kgs approximate

**Terms & Conditions:**

1. The bidder should be registered firm. GST certificate must be submitted along with Annexure – I.
2. Material will be disposed-off “as is where is basis” against full payment.
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. **Past Experience:** The firm should have successfully completed similar work of paper material / paper scrap / paper products / paper shredding material or any other similar paper material. Iron / plastic etc, which are not relevant to paper product shall not be considered. The Purchase Order / Work order / work completion certificate from any Central / State Govt. Organization / PSU / Public Listed Company of the following indicating weight of the material shall have to be provided.
  - (i) Should have executed similar work against three work orders of 8.4tons each during the last five years. Or
  - (ii) Should have executed similar work against two work orders of 10.5tons each during the last five years Or
  - (iii) Should have executed similar work against one work order of 16.8tons during the last five years

*[Handwritten Signature]*

مولانا آزاد نیشنل اردو یونیورسٹی

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MAULANA AZAD NATIONAL URDU UNIVERSITY

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PURCHASE & STORES SECTION



6. **Sale Award:** The successful auctioneer shall remit the full value of material before lifting the material.
7. The successful auctioneer should submit 5% 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 45days, certifying that the material 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 general holidays, Saturday and Sunday) from the next 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 21000kgs and before lifting the material from the campus, shall deposit entire amount.
9. The material shall 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  
25-7-24

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**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 ofRs. 15,000/- in favour of MANUU, payable at Hyderabad or EMD Exemption Certificate.	(Enclosed Proof)
4.	GST / Firm Registration Details	(Enclosed Proof)
5.	Past Experience Certificate as per the tender clause no. 5 (i) Should have executed similar work against three work orders of 8.4tons each during the last five years. Or (ii) Should have executed similar work against two work orders of 10.5tons each during the last five years Or (iii) Should have executed similar work against one work order of 16.8tons 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 : .....2024

Signature of the authorized  
 representative of the firm with stamp

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी

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**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 : .....2024

Signature of the authorized  
representative of the firm with stamp