



भारतीय समुद्री विश्वविद्यालय

**INDIAN MARITIME UNIVERSITY**

(पत्तन, पोत परिवहन और जलमार्ग मंत्रालय के अधीन एक केंद्रीय विश्वविद्यालय)  
(A Central University under the Union Ministry of Ports, Shipping and Waterways)

कोच्चि परिसर/ KOCHI CAMPUS



IMU/KoC/P/Scrap-36/2024 /121

25.01.2024

**Notice Inviting Quotation for the Sale of Old Newspaper & Waste Materials at IMU Kochi Campus**

Sub: Inviting sealed quotations for the sale of old newspapers/books/plastic/iron waste

Sealed quotations are invited for the sale of old newspapers/books/plastic/iron waste of IMU Kochi Campus on the following terms and conditions.

1. Indian Maritime University Kochi Campus intends to dispose of waste materials on "as is and where is" basis. List and quantity of materials are available in Annexure I.
2. Interested parties may submit their price quotations in the prescribed format (Annexure -I) on or before 8<sup>th</sup> February 2024 at 5.00 p.m. indicating rate per Kilogram for each category of the item, proposed for disposal.
3. With the prior intimation to the Deputy Registrar, interested parties may visit the Campus for physical inspection of the materials from 29<sup>th</sup> January 2024 to 7<sup>th</sup> February 2024 within the office hours i.e., 10.00 a.m to 05.00 pm.
4. Dealers are advised to inspect the stock of materials before submitting their quotations.
5. Each dealer shall make only one quotation. Any dealer submitting more than one quotation in his own name or with related party name or any other name shall be summarily rejected.
6. Sealed quotations should reach " **The Director, IMU Kochi Campus, South End Reclamation Area, NH-966B, Near Alexander Parambithara Bridge, Matsyapuri PO, Willingdon Island, Kochi-682029.**", and on top of the envelope it should be clearly indicated that "price quotation for purchasing of old newspapers & waste materials"

7. Quotations may be sent either by post or by hand delivery at the above mentioned address or may be dropped at the box provided in the ground floor.
8. **Format and signing of quotation:** The quotation submitted should be duly signed by the dealer. All pages of the quotations shall be signed and stamped by the persons authorized for signing the quotation. The quotation submitted shall be sealed properly.
9. The tenderer shall submit the following along with the quotation document:
  - (i) Copy of self-attested PAN card.
  - (ii) Annexure I duly filled, indicating the rates of each items.
10. **Evaluation of Quotations:** Sealed quotations will be opened and evaluated and contract shall be awarded to the bidder who has quoted highest rates without any condition. The quotation should have a validity of 120 days from the date of submission.
11. Weighing of the old newspapers & waste materials shall be done by the successful dealers in the presence of IMU Kochi Authority. If found necessary, IMU Kochi's weighing machine will be used for weighing.
12. The entire lot of materials has to be lifted within 05 days of award of contract. The contractor shall not be competent to authorize anybody else to collect the store of the above items without the prior approval of the competent authority. Before lifting the item, the successful daler shall have to deposit the entire amount into account of IMU Kochi, through **DD** in favor of Indian Maritime University payable at Kochi/**NEFT**. Any other mode of payment will not be accepted.
13. The submission of tender shall be taken as the explicit acceptance of all terms and conditions stipulated herein.
14. No request for change in rates once quoted / accepted will be entertained for any reason during the currency of the contract. The rates of the contract shall be firm, fixed and final and binding on both the parties.
15. The sale will be on "as is and where is" basis. Items once sold are not returnable under any circumstances.
16. All packing, loading and unloading of items sold will have to be borne by the successful dealer at their own cost.

17. IMU Kochi reserves the right to accept or reject any quotation and to annul any process and reject all or any quotations at any time prior to award of the contract, without thereby incurring any liability to the affected dealer or dealers or any obligation to inform the affected dealer or dealers of the grounds for the selling action.
18. IMU Kochi reserves the right to impose additional terms & conditions or relax any of the conditions, as deemed fit by IMU Kochi Campus.
- 19. Period:** The Contract will be for a period of one year. However, the competent authority of IMU Kochi Campus reserves the right to extend the contract beyond the contract period of ONE year at same rates, terms and conditions with mutual consent.



*D* 25/1/24  
Deputy Registrar  
IMU Kochi Campus

## Annexure I

### Format for price quotation

Quotation for purchase of old newspapers & waste materials:

Name and address of the party:

.....  
.....  
.....  
.....  
.....  
.....  
.....

Mobile No: .....

Email id: .....

GST IN: .....

Quotation No. IMU/KoC/P/Scrap/36/2024

dated

### Price Quote

| Name of the Item        | Quantity*<br>In Kgs (Apprx.)<br>(A) | Rate quoted per<br>Kg (Rs.) in<br>figures (B) | Rate quoted<br>per Kg (Rs.) in<br>words (C) | Total Value<br>(D)=(A) X (B)<br>in figures |
|-------------------------|-------------------------------------|---|---|--|
| Books                   | 22                                  |   |   |  |
| Carton Box              | 20                                  |   |   |  |
| Plastic items           | 15                                  |   |   |  |
| Iron Scrap              | 30                                  |   |   |  |
| Aluminum Scrap          | 5                                   |   |   |  |
| Newspaper               | 35                                  |   |   |  |
| Total value of column D |                                     |   |   |  |

Total value quoted is Rs. (in words) \_\_\_\_\_

\* Quantity may vary +/- 20%

Name & Signature of the bidder

Date:

Complete address & mobile no. of the bidder