

JOINT SECRETARY (ADMIN): 9848155124  
DEPUTY SECRETARY (ADMIN): 8499071000

## **TENDER DOCUMENT**

for

***Disposal of  
OLD ANSWER BOOKS & OFFICE SWEEP  
for the  
year 2018-19***



**SECRETARY  
BOARD OF INTERMEDIATE EDUCATION  
ANDHRA PRADESH, VIJAYAWADA**

: 1 :

Sl.No.

Price Rs.1000/-

**BOARD OF INTERMEDIATE EDUCATION : A P : NAGARJUNA NAGAR : VIJAYAWADA**

**TENDER FORM**

(To be filled and submitted by the tenderer before 3-00 P.M on 12-12-2018 to  
Joint Secretary (Admin.), B.I.E.,A.P., Vijayawada)

Issued to M/s: .....

.....

Signature of the Issuing Officer  
With seal and Date

1. Description of the Material:  
To be lifted from the places  
Shown in the Annexure  
1) Old Answer Scripts  
2) Office Sweep
2. Rate quoted per M.T. should be  
Uniform irrespective of place of lifting

S.No.	Description of the Material	Rate per M.T. Rs.
1.	Old Answer books	
2.	Office Sweep	

Particulars of payment of E.M.D.

1. Amount:
2. Name of the Bank:
3. D.D. No. and Date:

3. Name and Address of the Tenderer  
Telephone No.(With STD Code)  
Email id

I do hereby abide by all the terms and conditions.

**Date:**  
**Place:**

**SIGNATURE OF THE TENDERER  
WITH SEAL**

**TENDER SCHEDULE**

Sealed Tenders are invited by the undersigned from the Bonafied dealers for purchase of Old Answer Scripts and Office Sweep at Spot Valuation Camps located in the Districts in the Andhra Pradesh State (**Annexure I enclosed**). The total weight would be about 400 to 450 MTs (Approx). The sealed tenders should be submitted to the Joint Secretary (Admin) B.I.E., A.P., Vijayawada on or before **12-12-2018** by 3.00 P.M.

**TERMS AND CONDITIONS OF THE TENDER**

1. **Period of Tender:** The period of tender is valid for one year (i.e., 12 months) from the date of approval of the tender. However, the Secretary, Board of Intermediate Education, Andhra Pradesh, Vijayawada reserves the right to cancel the present tender at any time without notice or extend the period of validity for one or two more years with a hike of the rates by 5% or more if the Secretary thinks the present approved tenderer fit for the same.
2. **Cost of Tender Application:** The cost of tender application form is Rs.1000/- (Rupees one thousand rupees only) (**NON REFUNDABLE**), it should be paid by way of crossed Demand Draft drawn at any **Nationalized Bank** in favor of the Secretary, BIE, AP, Vijayawada.
3. (a) **Earnest Money Deposit (EMD):** The E.M.D. to be paid and submitted with tender form is Rs.5,00,000/- (Rupees Five Lakhs only). It should be, paid by way of Crossed Demand Draft drawn at any **Nationalized Bank** in favor of the Secretary, BIE, AP, Vijayawada.  
  
(b) **Bank Guarantee:** The approved tenderer has to submit immediately the Bank Guarantee for **Rs.10.00 lakhs** of any **Nationalized Bank** for a period of one year, prior to the actual allotment of work order by the BIE, AP. The same will be released after completion of the lifting work at all the Camp Offices of BIE, AP.
4. **Refund of E.M.D.:** The amount of E.M.D. of unsuccessful tenderer will be refunded after finalization of the tender and with approval of the Secretary, B.I.E., A.P., Vijayawada.
5. **Forfeiture of E.M.D:** The amount of E.M.D. paid by the tenderer will be forfeited if he /she does not abide by the orders issued from time to time by the Secretary, Board of Intermediate Education, A.P. Vijayawada.

6. Description of the Material for disposal: The material namely old answer scripts, office sweep etc., is put up for disposal from the places shown in the annexure. The material will be handed over in as is and where is basis. Rate quoted per M.T. should be uniform irrespective of the place and separate for each item.

<b>Description of the Material</b>	<b>Rate per M.T. (Rs.)</b>
Old Answer Books	
Office Sweep	

The rates should be quoted in M.T. in the tender application form itself.

7. Arrangements for Transport, Lifting and Weighing Charges:

The costs involved in lifting of the material, its transportation from various places and weighing charges shall be borne by the Tenderer only. The pre-weighing and post-weighing shall be made at local weigh bridge and it shall be conducted in the presence of the Authorized officer of the Board of Intermediate Education, AP.

8. **The tenderer shall enclose an attested copy of the APGST/VAT Registration certificate and Tax clearance certificate for the assessment year 2017-18 or a certificate in token of having paid sales tax for the year 2017-18 along with the tender application form. Tender Forms not accompanied by the above mentioned certificates shall be rejected.**

9. Sales Tax & Other Taxes: Sales tax and other taxes if any to be paid to the Govt. shall also be borne by the tenderer only as per APGST Act/VAT.

10. The Secretary, B.I.E. A.P, reserves the right to accept or reject any or all the tenders or partially accept any or more of the tenders without assigning any reason. The Secretary also reserves the right to entrust part of work to any other dealer on par with the Highest rate approved.

11. The decision of the Secretary, B.I.E., A.P., shall be final in all matters in respect of this tender.

12. All the disputes shall be subject to the jurisdiction of the High Court of Andhra Pradesh only.

13. **Other Conditions:**

- a. The sealed Cover containing tender application shall be superscripted as "Tender – Disposal of Old Answer Scripts and Office Sweep – Andhra Pradesh."
- b. Last date for submission of Sealed Tender is on 12-12-2018 by 3-00 P.M. and should be submitted to Joint Secretary (Admin), Board of Intermediate Education, A.P., Vijayawada.
- c. The tender applications will be opened on 12-12-2018 by 4-00 P.M. In the presence of tenderer or authorized representative of the tenderer present.
- d. The successful tenderer shall carry out the lifting and transportation of the material as and when ordered within the scheduled date. If there is any deviation of the contract, by not executing the work as per the work order, or if the work is not carried out as per the schedule, the tenderer will be black listed besides forfeiture of E.M.D & Bank Guarantee. The Secretary, BIE, AP will place the order to other firm/dealer without any notice and the expenses incurred by the Board of Intermediate Education, AP will be recovered from the tenderer.
- e. The successful Tenderer has to pay the cost of the material on the same day of lifting of paper through Demand Draft in favor of the Secretary, BIE, AP drawn at any nationalized Bank.
- f. The successful Tenderer should sell the old answer books and office sweep to bulk purchasers only.

**Sd/- B.Udaya Lakshmi, I.A.S.,  
SECRETARY  
BOARD OF INTERMEDIATE EDUCATION,  
Andhra Pradesh**

**ANNEXURE - I**

**LIST OF SPOT VALUATION CAMPS  
IPE MARCH 2017 & 2018 AND IPASE MAY/JUNE 2017 & 2018  
ANDHRA PRADESH**

<b>Sl.No</b>	<b>Name of the Spot Valuation Camps</b>
1	RCM St. John's Junior College, GJC (Arts) Men campus, Srikakulam
2	Visakha Govt. Junior College (G), old jail Road, Visakhapatnam
3	Govt. Junior College, Innispeta, Rajahmundry
4	Govt. Junior College, Kotadibba, Eluru
5	SRR & CVR Govt. Junior College, Machavaram, Vijayawada
6	Govt. Junior College for Girls, Sambasivapeta, Guntur
7	AKVK Junior College, Ongole
8	KAC Govt. Junior College, Stone house peta, Nellore
9	S.V. Junior College, Balaji colony, Tirupathi, Chittoor
10	Govt. Junior College (G), near Head post office, Kadapa
11	Govt. Junior College for Boys, New town, Anantapur
12	Govt. Junior College (Town), near old police control room, Kurnool
13	Sri Sai Siddhartha Junior college, Bondapalli, Vizianagaram.
14	Head Office, BIE, AP, Hyderabad & Vijayawada or any other place as ordered by the Secretary, BIE, AP

**Note: Lifting of Answer Books pertaining to IPE March 2018 and IPASE May 2018 are subject to clearance by the Secretary, Board of Intermediate Education, Andhra Pradesh.**

**Date**  
**Station:**

**SIGNATURE OF THE TENDERER  
WITH SEAL**