

Memo No. 375/SDBI/Quotation/Scrap Items/2024

Dated 13/01/2024

NOTICE INVITING QUOTATION

Disposal of Scrap/Unserviceable Items

Sealed Quotations (Rate per Unit) are invited from interested vendors for the disposal of the scrap/unserviceable items like **Newspapers, other type of Papers (including khata, etc.) Wooden Items, Iron Items, Aluminium Items, PVC Items, Computer Monitors, Mouse, Key Board, CPU and Condemned Ceiling & Table Fans** at SHIBPUR DINO BUNDHOO INSTITUTION (COLLEGE)412/1, G.T. Road (S), Shibpur, Howrah – 711102.

Submission of tenders & Time Schedules:

1) Compulsory Inspection:

All the bidders must visit the college to inspect the above-mentioned items before submission of Quotations.

The above-mentioned items can be inspected only on working days **between 12 noon to 2 pm.**

2) Terms & Conditions :

- The items will be disposed of “as is where is and no complaint” basis.
- It is the responsibility of the bidder to assess the items properly before quoting. No further claims will be entertained after opening of the bids.
- Bidder must bid for the whole lot of items.
- Rate per Unit separately for each of the items must be mentioned in a single quotation

**Newspapers,
other type of Papers (including khata, etc.),
Wooden Items,
Iron Items,
Aluminium Items,
PVC Items
Computer Monitors, Mouse, Key Board, CPU
Condemned Ceiling & Table Fans**

3) Submission :

Sealed Quotation in **Letter Head and duly signed** must be submitted in the “**DROP BOX**” available in the Main Entrance of the College.

- “**Quotation for Disposal of Scrap Items**” must be superscribed on the Sealed Envelope
- **Quotations submitted by post/courier/e-mail will be rejected.**

4) All Taxes & Delivery Charges:

Rates should be quoted inclusive of all kinds of taxes, Delivery Charges. The fact must be clearly mentioned in the quotations.

5) Issue of Work Order and Purchase of Scrap Items:

The selected bidder must purchase the scrap items within seven days from the date of receipt of Work Order, otherwise the Work Order will stand cancelled and the Work Order will be issued to the next highest bidder and so on.

**6) LAST Date of Submission of Quotations in the “Drop Box”:
19-01-2024 (Friday).**

Mamidub Chandra

Principal

SHIBPUR DINO BUNDHOO INSTITUTION (COLLEGE)