

QUOTATION NOTICE

Quotations are invited from interested parties for disposal of unused study materials(which can be used as scrap paper) ,stored in the School of Distance Education, University of Kerala, Palayam, Senate Hall Campus .Quotation are to be submitted in sealed covers in the Format attached and has to be super scribed as “ Quotations for Scrap paper”. The last date of submitting of quotations is 31.08.2018 before 05.00. P.M. The date of opening of quotation is 03.09.2018 at 11.A.M. Application Form and Details are available in the website keraluniversity.ac.in/tender_ku.

Director

**QUOTATION FOR REMOVAL OF PRINTED MATERIALS (IDEAL FOR SCRAP PAPER) FROM
SCHOOL OF DISTANCE EDUCATION, PALAYAM, TRIVANDRUM-34**

Part-I

1. Name of the Firm/Party:
2. Contact Person:
3. Address: _____

4. Phone No:
5. Mobile no.
6. Rate Per kilogram must be quoted as give below:-

PART-II

Sl. No.	Item	Rate per Kg. (In Rs.)
1	Printed Material s-Books	

(The party has to submit the quotation as per the Form attached)

Signature of the Authorized Signatory

Director (i/c)

Terms & Conditions

1. Sealed quotations are invited for awarding contract for removal of UNUSED PRINTED MATERIALS (IDEAL FOR SCRAP PAPER) FROM SCHOOL OF DISTANCE EDUCATION, PALAYAM,TRIVANDRUM- 32
2. The rates should be quoted in rupees on per* kg basis.(***Approximate Evaluation of quantity to be estimated from SCHOOL OF DISTANCE EDUCATION, PALAYAM,TRIVANDRUM- 32 before submitting quotations.**)
3. **The rates should be submitted excluding the rate of labor and loading/unloading charges and any other charges which has to be borne by the firm involved in the quotation.**
4. The Institution reserves the right to reject any or all the offers without assigning any reason thereof.
5. Rates received from various vendors will be evaluated and the highest rates received will be considered.
6. The highest rate bidder will be awarded the contract.
7. Please fill up part -1 and part-II of the tender document and the same may be forwarded in a sealed envelope with the word inscribed on the top of the envelope **“QUOTATION FOR REMOVAL OF UNUSED PRINTED MATERIALS”** and sent to **“SCHOOL OF DISTANCE EDUCATION, PALAYAM, SENATE HALL CAMPUS, TRIVANDRUM-34** on or before 31.08.2018 before 05.00.P.M. Quotations received after the stipulated date and time shall not be entertained. The Institution shall not be liable for any postal delays what so ever and quotations received after the stipulated time/date are liable to be rejected summarily without giving any reason.
8. The quotations shall be opened at **-11-AM on -03.09.2018- at the Directors Room of the school of Distance Education**, in the presence of those bidders who wish to be present. No separate communication will be sent in this regard. In the event of due date being declared Holiday, the due date for opening of the bid will be the following working day at the appointed date, time and venue.
9. For any clarification, The Director, SDE or Administration Section may be contacted on 0471-2386120, 133.

Name of the Authorized
Person: Dr Lal.C.A

Date:07.08.2018

Signature of the Authorized
Person.
Director (i/c)

