



THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

(Statutory body under an Act of Parliament)

12, SUDDER STREET, KOLKATA - 700 016

TELEPHONES: +91 033 2252 1031 / 1034 / 1035, 2252 1492 / 1602 FAX +91 33-2252 1026

Website: www.icmai.in

Local Purchase Committee

Ref. LPC/Studies/Disposal – SYLLABUS-2016/2022

14.11.2022

TENDER NOTICE

Tender for Disposal of old, obsolete and damaged Study Materials & Prospectus

Sealed quotations are invited for Disposal on "As is Where is Basis" of stock of old answer scripts **through pulping, to be made in a Paper Mill in Kolkata**, and Pulping Certificate to be submitted to the Institute. Intending bidders may contact the office of Joint Director - Studies for verification of the stock of materials to be disposed off, during the office hours on any working day (Monday – Friday).

Rate is to be offered STRICTLY AS PER PRESCRIBED FORMAT (Annexure A) given in this tender notice, containing signature, date and stamp in a Sealed Envelope, super scribed "**QUOTATION FOR DISPOSAL OF STUDY MATERIALS & PROSPECTUS**". All Quotations are to be submitted in the **Tender Box** in sealed envelopes addressed to LOCAL PURCHASE COMMITTEE, ICAI at CMA Bhawan, 12, Sudder Street, Kolkata 700016 on or before 05/12/2022 (up to 3.00p.m.).

Terms and conditions:

- Disposable matter will be allowed to be lifted only when the full payment of the quoted price is deposited with the Institute
- Conditional / Incomplete bids shall be rejected.
- The bidder with the **highest quote (H1)** is likely to be selected for the work.
- The bidder must submit **Annexure A** duly filled and signed with Seal.
- **Pulping Certificate** has to be submitted at the Institute office without fail.
- The Institute may, for any reason whether at its own initiative or in response to the clarification requested by the prospective bidder, issue amendment in the form of addendum during the bidding period and subsequent to receiving the bids. Any addendum thus issued shall become part of bidding document and bidder shall submit the addendum duly signed and stamped in token of his acceptance.
- Although the details presented in this Tender Document consisting of conditions of contract, scope of work and technical specifications have been compiled with all reasonable care, it is the bidder's responsibility to ensure that the information provided is adequate and clearly understood.
- Waste papers shall only be lifted in the presence of the person deployed by the Institute. And bidder shall only lift the items that will be identified by the person. No item will be lifted in absence of the authorized person of the Institute.
- Care should be taken not to cause any damage to any property of the Institute while lifting / removing the selected waste items from the Institute
- The order will be placed for the best interest of the Institute.

CONVENER
LOCAL PURCHASE COMMITTEE



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Annexure A

Format of bid

<i>Sl. No.</i>	<i>Details Requested</i>	<i>Provide Details</i>
1.	Name of the Company/ Vendor	
2.	Contact person & Mobile number	
3.	Full address of the office	
4.	Additional Information , If any (attach separate Sheet if required)	

Item	Lot rate (Rs.)
Old/obsolete Study Materials & Prospectus (after stock verification)	Rs..... (In Figures) (Rupees.....only) (In words)

Declaration: 'I/We have checked the stock of materials to be disposed of and we understand that Pulping Certificate has to be submitted to the Institute on due course, in this regard.'

Signature of bidder:

Seal:

Date:

Place: