Notice Inviting tender for Disposal of filled in Census / NPR Schedules and other connected papers of census 2011.

### Schedule of Events

<table>
<thead>
<tr>
<th>Nature of Work</th>
<th>Disposal of filled in Census / NPR Schedules and other connected papers of Census 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Details of Contact person for clarifications/queries</td>
<td>Dr. Bhavesh P. Mehta, Joint Director (IT) M-9426030603</td>
</tr>
<tr>
<td>Volume of work</td>
<td>371 Tons (Approx.)</td>
</tr>
<tr>
<td>Cost of Tender Document</td>
<td>NIL</td>
</tr>
<tr>
<td>No. of covers</td>
<td>Technical Bid</td>
</tr>
<tr>
<td></td>
<td>Commercial Bid</td>
</tr>
<tr>
<td>Earnest Money Deposit (EMD)</td>
<td>Rs. 5,00,000/- EMD to be paid through DD</td>
</tr>
<tr>
<td>Date and time of publishing of e-tender</td>
<td>09/10/2018, 11:00 hrs</td>
</tr>
<tr>
<td>Website for downloading Tender Document</td>
<td><a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a></td>
</tr>
<tr>
<td></td>
<td><a href="http://www.censusgujarat.gov.in">www.censusgujarat.gov.in</a></td>
</tr>
<tr>
<td>Bid submission Start Date &amp; Time</td>
<td>10/10/2018, 09:30 hrs</td>
</tr>
<tr>
<td>Bid submission Closing Date &amp; Time</td>
<td>29/10/2018, 09:00 hrs</td>
</tr>
<tr>
<td>Technical Bid Opening Date &amp; Time</td>
<td>30/10/2018, 11:00 hrs</td>
</tr>
<tr>
<td>Venue for Technical Bid</td>
<td>Directorate of Census Operations, Gujarat, Census Bhavan, Sector 10/A, Gandhinagar, Gujarat</td>
</tr>
<tr>
<td>Date &amp; Time and Venue of opening Commercial bids</td>
<td>31/10/2018 At 11:00 hrs at DCO, Gujarat</td>
</tr>
</tbody>
</table>
IMPORTANT NOTE

Tender documents may be downloaded from Central Public Procurement Portal https://eprocure.gov.in/eprocure/app. Aspiring Bidders/ Suppliers who have not enrolled/registered in e-procurement should enroll/register before participating through the website https://eprocure.gov.in/eprocure/app. The portal enrollment is free of cost. Bidders are advised to go through instructions provided at Appendix-I regarding ‘Instructions for online Bid Submission‘.

Bidders can access tender documents on the website, fill them with all relevant Information and submit the completed tender document into electronic tender on the website https://eprocure.gov.in/eprocure/app. Tenders and supporting documents should be uploaded through e-procurement. Hard copy of the tender documents will not be accepted.
Tender notice for disposal of filled in NPR Schedules, Census Schedules and other connected papers of Census 2011 from Directorate of Census Operations, Gujarat, Census Bhawan, Sector 10/A, Gandhinagar on “AS IS WHEREIS” BASIS.

Closing Date: 29/10/2018, 09:00 hrs

Date of Opening of Technical Bid: 30/10/2018, 11:00 hrs

1. **Background:**

1.1 Directorate of Census Operations, Gujarat, Gandhinagar is a subordinate office of Registrar General India, New Delhi under the Ministry of Home Affairs has been set up to carry out Census activities in the state. The Census is carried out in every decade i.e 10 years. In the exercise of Census huge type of projects are being carried out and as these all the papers are scanned, it is necessary to dispose of all filled in NPR, Census Schedules and other connected papers which are Packed in corrugated boxes with small plastic covers packets. The used schedules compulsorily pulped as there records are confidential.

1.2 On behalf of the Director of Census Operations, Gujarat, Gandhinagar, e-tender (online) are invited from the reputed and well experienced Waster papers authorized Pulping mills and dealers for award for lifting of used Paper i.e. filled in NPR and Census 2011 schedule and other connected papers from Census Bhavan, Sector 10/ A, Gandhinagar on “AS IS WHERE IS” basis.

1.3 The scope of contract includes lifting and disposal of used Census related papers in two separate packages as indicated in Commercial Bid at Annexure-'D'. Vendors may quote their rates of all the waste items at their choice.

1.4 It should be clearly indicated in the Performa for Technical Bids as to whether the vendor has submitted bids for all the items.

1.5 According to the provisions of Census Act 1948, all the Census records/forms are confidential one and the said records should not be used for any other purpose except pulping. Hence the records so purchased by the successful Tenderer/Bidder should be made into pulp

1.6 The record can be inspected by any prospective Tenderer on any working day at the following place between 3:00 p.m. to 5:00 p.m.
Directorate of Census Operations, Gujarat, Census Bhawan, Sector 10/A, Gandhinagar

2. **ELIGIBILITY CRITERIA**

2.1 Companies/ Paper Mills /Bidder should be in existence for over 2 years in the business of lifting used paper materials for pulp making.
2.2 The firm/company should have a previous contract for lifting waste / used papers for at least two years with a Government Department/Public Sector Undertaking. The company should furnish contract documents supporting its contract with a Govt. office for the last two years.

2.3 The firm/company/bidder should furnish the details of pulp making facility/arrangements they have in order to keep the confidentiality of the documents from where the waste/used papers are lifted for pulp making.

2.4 The used material given should be sent to the Paper Mill for pulp making only and should not be used for any other purpose. The selected party shall have to furnish an undertaking that the material will be sent to the Paper Mill for recycling/pulp making only and shall not be disposed off in any other manner. The Directorate of Census, Gujarat, Gandhinagar shall have the right to depute its representative to accompany the vehicle (carrying the materials sold) up to the pulp making paper Mill.

2.5 The commercial bid would be opened only after the technical bid is found satisfactory. Tender received after the prescribed cut-off date and time will be rejected forthwith.

2.6 The Vendor should submit an undertaking with the Technical Bid to the effect that he or his firm has not been blacklisted by any of the Departments/Organizations of the State/Central Government of India and no criminal case is pending against the said firm on the date of submission of this bid (Prescribe Performa as per Annexure E).

2.7 The vendor must furnish details of GST No/PAN No. / Registration No. and Address proof of Mill or firm etc. and also upload the scanned copy of these documents in e-procure portal as specified in Annexure-A.

2.8 The rates quoted should given in Indian Rupees. In case of any difference/discrepancy between the rates quoted in figures and words, the later shall prevail.

2.9 A copy of this Tender Document with each page duly signed by the authorized signatory (who has signed the Bid), should also be uploaded in e-procure portal with the Technical Bid in token of bidders confirmation to accept the terms and conditions and other provisions contained in it.

2.10 The bidder shall quote the Technical and Commercial bids only as per the format enclosed at Annexure- ‘C’ and Annexure- ‘D’.

2.11 Conditional bids shall not be considered and will be rejected out-rightly at the first instance.
2.12 The successful bidder will given work order to lift the materials within 15 days from opening of the financial bid and will have to lift all the materials within 3 months of the work order.

2.13 The successful Tenderer will have to lift records from Census Bhavan, Sector 10/A at Gandhinagar and will carry it to nearest ‘Electronic weigh-bridge’ to be decided by the Census Directorate at his own cost. The weighing, before and after loading the waste paper, will be done in the presence of representatives of this office at the cost of Tenderer. The weighing slips will be signed by the successful Tenderer or his authorized representative and also by the representative of this office.

2.14 Payment for the quantity of old records to be sold and GST will have to be made in advance by Demand Draft on the estimate weight or latest on the day of collection from DCO office after weighing of records. The EMD and Security amount will be adjusted at final stage of lifting of material.

2.15 The old census records shall be pulped immediately after receipt in the mill and entire work should be completed within 10 days in the presence of the representatives of the DCO. The Tenderer has to produce the certificate regarding the pulping work is done according to the terms and conditions.

2.16 Successful bidder will have to submit a demand draft of any nationalized bank in favor of Assistant Director, Directorate of Census operations, Gujarat as security deposit which amount of Rs. 5,00,000/- estimated value of the contract.

2.17 Payment amounting to total estimated value including GST of filled in NPR schedules to be sold should be made prior to lifting of sold materials from DCO, Gujarat. The payment should be made by demand draft of favor of Assistant Director, Directorate of Census operations, Gujarat. EMD and Deposit Amount will be adjusted at the time of final payment.

3. EARNEST MONEY DEPOSIT (EMD):
The scanned copy of Demand Draft for EMD as stated in Annexure-A shall be uploaded in the e-procure portal along with the technical bid.

4. PROCEDURE FOR SUBMISSION OF THE BID

4.1 The vendors desirous of participating in the tender process shall have to submit their bid online in two parts, viz., Technical Bid as per Performa at Annexure -C and Commercial Bid as per Performa at Annexure- D.

4.2 Any overwriting/cutting/fluiding should be authenticated by the signatures of the Individual, who has signed the Bid. Non-adherence will lead to rejection of the Bid.
4.3 Technical Bid - All the columns, in the proforma of Technical Bid (Annexure- C) should be duly filled and supporting documents must be uploaded in e-procure portal with this Bid.

4.4 Incomplete Bid shall not be considered and will be summarily rejected.

4.5 Commercial Bid- All columns of the proforma should be correctly and clearly filled.

4.6 The vendors will have to quote for all items included in Annexure- ‘D’

4.7 Commercial Bid to be uploaded in the form of BOQ - Disposal of filled in NPR/Census Schedules and other connected papers of Census 2011 related Paper.xls only.

4.8 Bidders are advised to download this BOQ- Disposal of filled in NPR/Census Schedules and other connected papers of Census 2011 related Paper.xls and quote their offer/rates in the permitted column and upload the same in the commercial bid. Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited.

4.9 The Bids must be uploaded online only at CPPP website: https://eprocure.gov.in/eprocure/app on or before the due date and time. Bids, uploaded after the due date & time are liable to be rejected.

4.10 Bidder is duty bound to observe all the Laws, Rules, Regulations, Policies, Procedures and Guidelines of the Central Vigilance Commission and Government of India as in force from time to time.

4.11 The Directorate of Census Operations, Gujarat, Gandhinagar reserves the right to accept or reject any bid or cancel tender proceedings without assigning any reason whatsoever.

4.12 Conditional tenders, on whatsoever ground, shall not be accepted and shall be summarily rejected.

4.13 Any attempt of direct or indirect negotiation on the part of the bidder with the authority who is competent to finally accept it after the submission of the tender; or any other endeavor to secure any interest or any influence by the bidder by any means for Acceptance of a particular tender will render the bidder liable to be excluded from consideration.

5. **Price Bid**

5.1 The Commercial bid format is provided as BOQ along with this tender document at https://eprocure.gov.in/eprocure/app. Bidders are advised to download this BOQ Disposal of filled in NPR/Census Schedules and other connected papers of Census 2011 related Paper.xls as it is and quote their offer/rates in the permitted column and upload the same in
the Commercial bid. Bidder shall not tampered/modify downloaded price bid template in any manner. In case the same is found to be a tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited.

5.2 H1 shall be evaluated on total amount Plus GST etc as mentioned in the Commercial Bid Format.

5.3 Any statutory applicable taxes GST should be mentioned separately in the Commercial Bid. Any other charges such levies, statutory taxes and charges such as Octroi, Packaging & Forwarding charges will be bear by the bidder at his own expenses.

6. ARBITRATION:
6.1 In the event of any dispute or disagreement under or in relation to this Agreement or over the interpretation of any of the terms herein above contained or any claim or liability of the party, the same shall be referred to the Sole Arbitrator to be nominated by mutual consent of both parties to the agreement. The intending party will serve notice in writing on the other party notifying its intention for appointment of Arbitrator Should both parties fail to agree on by mutual consent, and then The Directorate of Census Operations. Gujarat, Gandhinagar will appoint the Sole Arbitrator. The provisions of Arbitration and Conciliation Act 1996 as amended from time to time shall apply. The Arbitration proceedings shall be held in Gandhinagar, Gujarat. The Arbitrator will give reason for his award and the award passed by the Arbitrator shall be final and binding upon both the parties herein. Such reference shall be deemed to be a submission to arbitration under the Indian Arbitration and Conciliation Act 1996, or of any modifications or enactment thereof including the rules framed there under. Courts in Gandhinagar will have jurisdiction over affairs relating to this agreement.

6.2 Any dispute arising out of this document will be subject jurisdiction of Gandhinagar Court.

7. Bid Evaluation Criteria:
7.1 In the first instance the Technical Bids shall be opened by the authorized representatives of The Directorate of Census Operations. Gujarat, Gandhinagar in the presence of representatives of bidders, if available.

7.2 The date and time for opening of the Technical Bids is given on the first page of this documents.

7.3 The Bidders may depute their representatives for the Technical Bid opening event.

7.4 The Technical Bids will then be evaluated by The Directorate of Census Operations. Gujarat, Gandhinagar, internally
7.5 Once the Technical Bids are accepted, the Commercial Bids of the vendors (whose Technical Bids have been accepted) shall be opened on 31/10/2018 at 11:00 hrs.

7.6 If any vendor so desires, he may depute his representative for Commercial Bid opening event also.

7.7 The H1 bidders will be arrived at by calculating the total cost of all the material. The H1 bidder will be awarded the contract for lifting of the material.

7.8 The decision of The Directorate of Census Operations. Gujarat, Gandhinagar shall be final and binding.

SEARCHING FOR TENDER DOCUMENTS

8.1 There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.

8.2 Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

8.3 The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

9. PREPARATION OF BIDS

9.1 Bidder should take into account any corrigendum published on the tender document before submitting their bids.

9.2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

9.3 Bidder, should get ready in advance with the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.

9.4 To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, GST No. / Reg. No / annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.
10. **SUBMISSION OF BIDS**

10.1 Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

10.2 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

10.3 Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.

10.4 Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the Tender Processing Section, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

10.5 Bidders are requested to note that they should necessarily submit their bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

10.6 The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

10.7 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

10.8 Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

10.9 The bid summary has to be printed and kept as an acknowledgement of the submission of the bid.

This acknowledgement may be used as an entry pass for any bid opening meetings.

**ASSISTANCE TO BIDDERS**

- Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant Contact person indicated in the tender.

- Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 3070 2232.
INSTRUCTIONS FOR ONLINE BID SUBMISSION

a. As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: http://eprocure.gov.in ). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

b. More information useful for submitting online bids on the CPP Portal may be obtained at: https://eprocure.gov.in/eprocure/app.

c. Online bids are invited for **Disposal of Filled in NPR, Census Schedules and other connected papers** of census from reputed vendors having capacity to Disposal of Used Paper and having experience in this field for the last two years onwards to any Departments/Organizations of the Government of India/Autonomous Body.

d. Vendors/Bidders are advised to study the tender Document carefully before submitting the tender form. It will be presumed that the Vendor/bidder has considered and accepted all the terms and conditions of this tender. No enquiry, what so ever verbal or written shall be entertained in respect of acceptance/rejection of the tender. BIDS MUST BE UNCONDITIONAL.

e. The Vendor should take care that no column in the e-tender should be left blanks which would be otherwise made the tender liable for rejection. In case any column has to be left blank, it should be filled as “NOT APPLICABLE”.

f. Online Bids should be prepared in accordance with the prescribed format Annexure-C (Technical Bid i.e. Details of the Agency) and Annexure-D (Commercial Bid) of the tender Document, and to be submitted on e-procurement portal.

g. The tender form is non-transferable.

REGISTRATION

a) Bidders are required to Enroll on the e-Procurement module of the Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app) by clicking on the link “Click here to Enroll” on the CPP Portal and it is free of charge.

b) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any further communication from the CPP Portal.

d) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.

e) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to its misuse.

f) Bidders then log in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.
DECLARATION

Seal I/We have read the Terms & Conditions to BIDDERS and accepted the same. I/We have made my /our offer keeping in view of all these conditions forming part of the tender inquiry.

I/We have remitted an EMD of Rs. ____________ (Rupees_________________________ only) vide DD No._________________ dated ___________ of Bank of ________________________________.

A copy of the Tender Document with each page duly signed (by the signatory signing this Declaration and the Bid Proforma ) is also uploaded. I/We confirm that we have our own Pulp making facility.

OR

I/We have arrangement for handing over the materials for pulp making with M/s._____________________________ (name and address of the pulp making facility) at ________________________________.

Copy of the aforesaid agreement is attached with this declaration

GST :

PAN No. of the Bidder:
(Mandatory)
Mobile No. :
Telephone No.:
Registration NO.
Address ---------------------------------
----------------------------------------
----------------------------------------

Place:
Date: 

Signature, Name and Address of the Bidder with Seal
TERMS AND CONDITIONS

1. The sale shall be on “AS IS WHERE IS” basis
2. The materials shall be picked from the following location/area:- Directorate of Census Operations, Gujarat, Census Bhavan, Sector 10/A, Gandhinagar.
3. Quotations should be uploaded within the last date and time specified in the tender document.
4. The quoted price, item-wise, shall be uploaded in the Price Format at Annexure ‘D’, forming part of the Tender.
5. The tender shall remain open for acceptance for a period of nineteen (19) days from the date of opening the bids. In case of withdrawal of tender within this period, the EMD remitted by the bidder will be forfeited.
6. The bidders are required to indicate their GST/PAN Number in their offer since it has been made mandatory by I.T. Department.
7. All labours, tools and equipment for removing/loading the items from DCO GUJARAT shall be organized by the buyer on their own cost. The personnel employed for shifting the items shall strictly obey the safety Rules in force and DCO GUJARAT will not be responsible for breach of any rules by the personnel of the buyers in any way whatsoever. The job shall be done without damaging the premises/ roads/ drains/ etc. in the compound. The buyer shall make good the damages, loss, etc., in the event of any such occurrence.
8. The contract shall be governed by the Indian Contract Act, 1872 as amended from time to time and subsequent revisions/ amendments thereto. All payments due from the bidder under the contract shall be made in Indian Currency.
9. Tenders uploaded without fulfilling the above term & conditions and in contravention to the tender notice are liable to be rejected summarily.
10. The Tender Notice and connected Annexure shall form part of the contract.
11. The items to be sold can be inspected on any working day with prior appointment of DCO Gujarat.
12. The successful bidder (H1) evaluated on the basis of sum of rates quoted in respect of Item 2 (i & ii) of Annexure –D, would be awarded the contract for removal/lifting the waste papers for a period of one time and shall remit the sale price of the items before taking delivery of the items from DCO GUJARAT.
13. The awardees should start remove/ lifting all items at his/her own cost from DCO GUJARAT with a proper Gate Pass during working hours within 15 days from the date of work order. Those who fail to do so will forfeit their EMD besides cancellation of the order.
14. All statutory payments, like minimum wages prescribed, compensation in case of accident or loss, etc., to the workers employed by the bidder for the removal of the items shall be borne by the bidder.
15. The sale is subject to all terms and conditions prescribed in the tender document and resultant sale order.
16. Any clarification required may be obtained before submission of the tender. DCO GUJARAT reserves the right to cancel the sale at any time without assigning any reason before issue of the sale order. BIDDERS are not entitled to claim any damage or compensation in case of such cancellation.
17. The tender is issued subject to the jurisdiction of the local courts at Gandhinagar only. All disputes arising out of the tender notice and resultant sale order shall have the jurisdiction of Gandhinagar only.
18. The rate quoted by the bidder shall be final and no change in the same shall be allowed under any circumstances during the currency of the contract.
19. All disputes arising out of this contract shall be settled amicably by DCO GUJARAT and the contractor. In the event of failure to reach amicable settlement, the same shall be settled as per the provisions of Indian Arbitration and Conciliations Act, 1996. The decision of the Arbitrator shall be final and binding.
20. Commercial bids of only those Firms who are technically qualified shall be evaluated.
21. DCO GUJARAT, Gandhinagar reserves the right to terminate the contract during initial period after giving a week's notice to the Firm.
22. The rates quoted shall remain same during the rate contract period and no request for any increase in the rates shall be entertained.
23. Bidder should quote highest quote accordingly for lifting the waste papers. The proposal should be uploaded in two parts viz. “Technical Bid” and “Commercial Bid” in the Performa enclosed at Annexure-C and Annexure-D, respectively.
24. DCO GUJARAT reserves the right to accept/reject any/all tender(s) without assigning any reason whatsoever.
25. The owner/firm should be available on his own direct telephone (office as well as residence) and also on mobile phone so that he may be contacted immediately in emergency cases. The Mobile Number may also be provided.
TENDER NO.

Proforma for Technical Bid

<table>
<thead>
<tr>
<th>Name of the Tendering Company/Agency/ Firm/Paper Mill</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of the Director of the Company/Active Partner of Firm/Authorized Agent/Proprietor</td>
<td></td>
</tr>
<tr>
<td>Full Address &amp; Tel. No.</td>
<td></td>
</tr>
<tr>
<td>E mail Address</td>
<td></td>
</tr>
<tr>
<td>Date of commencement of Business</td>
<td></td>
</tr>
<tr>
<td>Registration No./ GST/ PAN NO (Upload copy)</td>
<td></td>
</tr>
</tbody>
</table>

Status of the organization (i.e. whether proprietorship, Partnership, Pvt. Ltd., etc.)

| GST/PAN No. of the Organization (upload copy) | Name and Address Annual Cost of Contract | Annual Cost of Contract |
| Details of two prominent organizations served/being served with similar services (Also attach a comprehensive list of the organizations served in the recent past, from where the waste papers are lifted) |   |   |
| Address of the pulp making facility/arrangement |   |
| Agreement copy of pulp mill etc. (Upload copy) |   |
| Do you agree with the terms and conditions stipulated in Annexure-B |   |

Declaration:
It is certified that the information furnished above is correct to the best of our knowledge & belief. We have gone through the terms and conditions stipulated in Annexure-B and confirm to abide by same. We have seen the samples of the material to be lifted from DCO GUJARAT. A copy of the terms and conditions with its all pages signed, in token of acceptance of the same is uploaded.

Place __________________________ Signature __________________________
Date __________________________

Name __________________________
Designation __________________________
# Proforma for Commercial Bid

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Item Name/description</th>
<th>Quoted Price (In figures)/per ton plus GST</th>
<th>Quoted Price (In words)/per ton plus GST</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Filled in NPR and Census Schedules and other connected papers of Census 2011 etc. As is where is basis.</td>
<td>RS -------------------plus ( GST)</td>
<td></td>
</tr>
</tbody>
</table>

Commercial Bid shall be uploaded in the e Procure portal in the form of BoQ File only.

Note:
The bidder will have to quote collectively for all of the above items.
DCO GUJARAT reserves the right to accept or reject any offer without assigning any reasons whatsoever.
DCO GUJARAT reserves the right to cancel this tender in case the proposal received is not satisfactory.
It is certified that the information furnished above is correct to the best of our knowledge & belief.

Place________________________ Signature________________________
Date________________________ Name________________________

Designation________________________

Seal of the Organization
Annexure – E

SELF – DECLARATION - NON BLACKLISTING
(Scanned copy to be uploaded in e-procure portal)

To
The Director
Directorate of Census Operations, Gujarat,
Census Bhavan, Sector 10/A,
Gandhinaga, Gujrat - 382010

In response to this Commercial Bid, I/We hereby declare that presently our Company/firm /mill
M/s_______________________________________ is having unblemished record and is not
declared ineligible for corrupt and/or fraudulent practices either indefinitely or for a particular
period of time by any State/Central Government/PSU/Autonomous Body.

We further declare that presently our Company/firm / mill bidders M/s______________________ is
not blacklisted and not declared ineligible for reasons other than corrupt & fraudulent practices
by any State/Central Government/PSU/Autonomous Body on the date of Bid submission and no
Criminal case is pending against the firm/employees.

If this declaration is found to be incorrect at any stage then without prejudice to any other action
that may be taken, my/our EMD deposit may be forfeited in full and the award of work contract
if any to
the extent may be cancelled.
Thanking you,

Place________________________
Date________________________

Signature_____________________

Name________________________
Designation__________________

Seal of the Organization