



BANKURA UNIVERSITY

(West Bengal Act XIX of 2013- Bankura University Act, 2013)

Main Campus, Bankura Block-II, P.O.: Purandarpur,

Dist.: Bankura, Pin- 722155, West Bengal

Office of the Registrar

No: RO/BKU/741/2025

Date: 12/12/2025

TENDER NOTICE

Sealed quotations are invited from the bonafide dealers of Waste Paper and Scrap having valid trade license and I.T. /G.S.T. Clearance Certificates for sale of old answer scripts and other waste papers as mentioned below, lying at the office of the Controller of Examinations and other places of the University. Rates are to be quoted for two categories of papers as mentioned below.

1. Old Answer Scripts.
2. Other Waste Papers.

The sale will be governed by the following terms and conditions:-

1. This tender is only meant for the proposed old answer scripts and other waste papers to be disposed off which are lying at the office of the Controller of Examinations and other places of the University. The bidders are requested to visit the site and physically verify the items (old materials) before quoting the rates. The items will be available for inspection between 12.30 p.m. to 4.00 p.m. on any working day of the University. For this purpose Assistant Controller of Examinations or Estate Officer, Bankura University may be contacted, mobile no:7980347002(ACoE)/9332219440(EO).

The visitors/representatives of the firms are required to sign the register after inspection of the items.

2. The quotations should be accompanied by an earnest money of Rs. 1,00,000/- (Rupees one lakh only) in the form of bank draft /pay order drawn in favour of "Bankura University" payable at Bankura, without which the quotations will not be considered. The earnest money will be returned to all the tenderers after the finalization of quotations. The tenders received without earnest money shall be summarily rejected.
3. The successful bidder will be required to deposit the amount quoted in full before lifting the old answer scripts and other waste papers. The payment for the sold items will be accepted either in cash to be deposited with the Cashier, Bankura University or in the

form of demand draft/ pay order drawn in favour of “Bankura University” payable at Bankura.

4. The highest bidder will be required to lift all the old answer scripts and other waste papers within three days after acceptance of the tender.
5. The University will pay no transportation charges or any other charges for lifting of the items from the University. The bidder has to bear cost of transportation himself.
6. The earnest money of the firms whose quotations are not accepted shall be released only after the successful bidder take delivery of the sold goods.
7. No complaint about the quality or condition of the materials will be entertained after opening of the tenders. The items would be handed over to the highest bidder. The University shall not be responsible for their usefulness or quality.
8. The University reserves the right to accept or reject any or all the quotations without assigning any reasons thereof.

The quotations are to be submitted to the Office of the Registrar. The last date of submission of quotation is **21.12.2025 by 4.00 p.m.**

Sd/-
Registrar (Addl. Charge)
Bankura University

Memo No. RO/BKU/ 741/01(06)/2025

Date: 12/12/2025

Copy Forwarded to:

1. The Finance Officer, Bankura University.
2. The Controller of Examinations, Bankura University.
3. System Administrator, Bankura University with a request to upload the notice in the university website
4. Estate Officer, Bankura University
5. Central Store, Bankura University
6. Office Notice Board.
7. Guard file

Sd/-
Registrar (Addl. Charge)
Bankura University

OFFER/BID FORM

Tender No.:

Name of the Bidder :

Address of the Bidder :

Phone No. :

Mobile No. :

Email Id :

PAN No. : (copy of PAN card attached)

GST No. : (copy of GST Certificate attached)

Contact person:

Particulars of EMD: (i) DD No..... (ii)Date.....(iii)Amount.....

(iv) Bank (drawn on).....

Ref: Sale of old answer scripts and other waste papers

Dear Sir,

We have inspected the old answer scripts and other waste papers lying at the office of the Controller of Examinations and other places of the University on above address and confirm our acceptance of the same. We are pleased to submit our offer for purchase of old answer scripts and other waste papers at the below mentioned price.

PRICE BID :-

Sl. No.	Name of the item	Rate per K.G.(Rs.)
01	Old Answer Scripts	
02	Other Waste Papers	

DECLARATION: I/WE have read and acquainted myself/ourselves with the terms and Conditions of sale. I/WE unconditionally agree to the terms & conditions. And have submitted this offer accordingly.

Date:-

SIGNATURE OF BIDDER
(COMPANY / FIRM'S SEAL)



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Sd/-
Registrar (Addl. Charge)
Bankura University