BOARD OF SECONDARY EDUCATION, ODISHA, KAKATA.

TENDER CALL NOTICE

No.5426 (Store-I) dt. 05.11.26

Sealed tenders in the prescribed format in double sealed cover paper for sale of following categories of waste paper for recycling only are invited from the intending Paper Mills / waste paper dealers having valid GST Regd. No. and PAN card. The tender paper can be downloaded from the website **www.bseodisha.nic.in** .The tenderer shall deposit Rs.6,000/- +(GST@18%) amounting to Rs 7,080/- (Rupees Seven Thousand Eighty) only towards the cost of tender paper in shape of Bank draft payable at Kataka in favour of Secretary ,Board of Secondary Education,. Odisha along with the tender paper. The tenderers are required to submit the tender paper duly filled in all respect, with all requisites and EMD of Rs.50,000/- (Rupees Fifty thousand) only in shape of Demand draft drawn in favour of Secretary , B.S.E. Odisha, payble at Kataka by Speed Post or by hand. The tender should reach the office of the undersigned on or before 26.11.2026 up to 4.00P.M. . The same will be opened on 27.11.2026 at 11.30 A.M. in the presence of the tenderers or their authorized representatives present on schedule date/time/venue.

Details of waste paper and their offset price

Sl. No.	Categories of Waste Paper	Approximate Quantity	Offset price per MT
1	Used and unused damaged Answer Books	140 M.T.	**Rs.25,000+ GST**
2	Used and unused OMR sheet	25 M.T.	**Rs23,000+GST**
3	Obsolete Text books	1 M.T.	**Rs.22,700 + GST**
4	Other waste paper / miscellaneous	5 M.T.	**Rs.29,000+ GST**

The authority of the Board reserves the right to accept or reject any or all tenders without assigning any reason there of.

Sd/-
SECRETARY

- **PLACE OF SUBMISSION OF TENDER**

  (I) SEALED TENDER BOX PLACED AT THE CHAMBER OF SECRETARY OF THE B.S.E. ,ODISHA , KATAKA .

  (II) REGD. POST / SPEED POST ADDRESSED TO SECRETARY, B.S.E. ODISHA,KATAKA -753001

- **Downloading of Bid DOCUMENTS from www.bseodisha.nic.in**

- **CLOSING DATE OF RECEIPT OF TENDER PAPER 26.11.2026 AT 4.00 P.M.**

- **OPENING DATE & TIME FOR TENDER 27.11.2026 AT 11.30 AM**

- **PLACE OF OPENING OF TENDER -**

  CONFERENCE HALL OF B.S.E., ODISHA, B.K.ROAD, kataka.

BOARD OF SECONDARY EDUCATION ,ODISHA,KATAKA-753001

Tender Form for purchase of Waste Paper

FINANCIAL BID

1. Full Name & Address of the Mill/Firm/ Contractor :
   Telephone/Fax Number:-E-Mail ID:
   Mobile No:
2. Earnest Money- Rs.50,000/-(Rupees Fifty thousand only)
   in shape of Demand Draft payable at Kataka drawn on any
   Nationalize Bank in favour of Secretary, Board of Secondary Education Odisha.
   D.D No. :
   Date :
   Name of the Bank :
3. Cost of Tender Form –
   Rs.7,080/- (Rupees Seven thousand Eighty only)
   in shape of Demand Draft payable at Kataka
   drawn on any Nationalize Bank
   in favour of Secretary, Board of Secondary Education Odisha.
   D.D No. :
   Date :
   Name of the Bank :
4. Details of Waste Paper for sale:

Sl. No.	Categories of Waste Paper	Approximate Quantity	Quoted price per MT (Excluding GST)
1	Used and unused damaged Answer Books	140 M.T.	/- + GST
2	Used and unused OMR sheet	25 M.T.	/-+GST
3	Obsolete Text books	1 M.T.	/- + GST
4	Other waste paper / miscellaneous	5 M.T.	/- + GST

5. Validity of order: 06(six) months from the date of agreement/ work order.

Place:

Signature of Tenderer
with Designation & Seal

Date :

BOARD OF SECONDARY EDUCATION , ODISHA,KATAKA -753001

ENCLOSURE TO TENDER FORM
Annexure – A
TECHNICAL BID

1. E.M.D. in shape of D.D. of Rs.50,000/- Yes/ No
2. Cost of Tender Papers in shape of D.D. of Rs-7080/- Yes/ No
3. (a) Valid GST Registration Certificate Yes/ No
   (b) GST deposit Receipt for last qtr/month. Yes/ No
   (c) Self-attested true copies of PAN Card, and Income Tax Return last year Yes/ No
   (d) C.A. audit report last year Yes/No
4. List of organizations from whom waste paper were purchased by Tenderer in the past 2 year Yes/ No
5. Certificate for acceptance of Tender Document as per Annex. B Yes/No
6. Undertaking that the waste paper will be used for recycling only Yes/ No

Place:

Date:

Signature of Tenderer with Designation & Seal

Annexure- B
(Certificate to be recorded by the tenderer while submitting other)

We have carefully read and understood the important instructions from Para from 01 to 16 and all terms and conditions Para 01 to 18 of Tender Form. We hereby agree to abide by them without any prejudice and reservation.

Place:

Date:

Signature of Tenderer
with Designation & Seal

BOARD OF SECONDARY EDUCATION ,ODISHA, KATAKA -753001

IMPORTANT INSTRUCTIONS TO THE TENDERERS FOR PURCHASE OF WASTE PAPER

1. The tenderers are requested to submit their bid in double sealed cover i.e. Technical Bid in one and Financial Bid in another. The envelope containing Technical Bid should be super scribed as **"Technical Bid"** and the envelope containing financial bid need to be super scribed as **"Financial Bid"**. Both the bids should be kept in another sealed envelope & then be submitted.

2. Tender shall be submitted in prescribed form only and shall be completed in all respects**.** Incomplete tender will be rejected.

3. The Tender to be submitted accompanying the following documents:

(i) A sum of for Rs.50,000/- (Rupees Fifty thousand only) as earnest money deposit in shape of D.D. drawn on any Nationalized Bank payable at Kataka in favour of Secretary, Board of Secondary Education , Odisha, Kataka- 753001. Tender without required amount of E.M.D. shall not be taken into consideration. The earnest money& performance security deposit will be forfeited, if the tenderer fails to execute the contract after acceptance of his offer by Board of Secondary Education, Odisha within the time stipulated..

(ii) A separate Demand Draft Rs.7,080/-(Rupees Seven thousand Eighty only) should be deposited as cost of Tender Form fee (non-refundable) drawn on any Nationalized Bank payable at Kataka in favour of Secretary, Board of Secondary Education,, Odisha,Kataka- 753001.

(iii) Self attested true copy of valid GST registration certificate.

(iv) Self- attested true copy of PAN card and Income Tax return of last year.

(v) The tender must be in business of purchase of waste papers for atlest 2 years. Experience in details of purchase of waste paper by the tenderers in last two years from other organisations/ Institutions/ Govt. Dept. Of centre/State Govt.Dept. etc., if any, to be attached.

(vi) An under taking that the waste paper purchased by the Tenderer shall be utilised for recycling but not for virgin pulp.

4. Tender submitted without the document at Sl. No.3 above is liable to be rejected without any reason.

5. All documents furnished by the tenderer as per Sl.3 at above should be duly certified and submitted in the Tender. Original copies of the documents should be produced for verification at the time of opening of Tender.

6. (i) The tender shall remain valid up to 06(six) months from the date of agreement/ work order. However the authority of the Board reserves the right to extend the validity period for sufficient reasons.

(ii) In the event the Tenderer fails to lift the waste paper within the stipulated time in the work order the Board reserves the right to cancel the work order and the EMD & performance Security amount shall be forfeited.

(iii) The time scheduled in the work order is only indicative and Board may change the schedule and call upon the tenderer to lift the waste paper, by altering the schedule in which event the tenderer shall lift the same during the agreement period. Failure on the part of the tenderer shall be considered as violation of tender conditions. .

7. Offers having conditions other than that specified herein shall not be considered and treated as invalid.

8. (a) Rates should be quoted in the Tender Form excluding GST . Tenderers quoting multiple rate will be rejected.
(b) GST will be charged in the bill on the date of lifting as fixed by the Govt.

9. GST applicable will be charged extra on the quoted price.

10. The President, B.S.E.,Odisha reserves the right to split the estimated quantity as per requirement of BSE , for distribution of the lifting orders at acceptable rates to other tenderers.

11. The Award of Contract (AOC) will be considered on highest bidding rate approved by the authority for aggregate price of all category. The President reserves the right to accept/ reject any offer even though a Tenderer is H-1.

12. The successful tenderer shall have to deposit in advance the value of approximate quantity of each trip of waste paper as will be determined by the authority of the Board in the manner directed before lifting of waste paper.

13. The President reserves the right to allot the tender by splitting the categories of waste paper and is at liberty to allot the tender of each category to different tenderers.

14. (i) The last date and time for the receipt of tenders complete in all respects is on or before 26.11.2026 up to 4.00 pm. and The tenders received thereafter shall not be considered on any ground.
(ii) The Tender will be opened on 27.11.2026 at 11.30 A.M. ,Changes if any will be communicated.

15. The right to accept or reject any tender or all tenders (Fully/Partly) without assigning any reason is reserved by the President, B.S.E, Odisha.

16. Any dispute related to this tender and arising out of terms and conditions thereof, the same will be subject to Judicial Jurisdiction at Kataka only.

BOARD OF SECONDARY EDUCATION, ODISHA, KATAKA-753001

Terms and Conditions of the Tender for sale of Waste Paper

1. The Tenderers who intend to recycle waste paper only are allowed to participate in the tender for purchasing waste paper from Board of Secondary Education, Odisha, Kataka

2. The successful tenderer shall have to furnish an undertaking to the effect that the materials purchased will be directly put into digesters for pulping and any deviation detected later shall entail action as per law.

3. (a) The tenderer are requested to submit copy of valid GST registration certificate and PAN card along with the tender.

(b) The tenderers are also required to submit attested photo copy of the registration certificate of Excise/DIC/ P.M.I industries Dept.,Kataka along with the tender.

4. The tenderers are required to deposit Rs.7080 (6,000/- + GST18%) only towards cost of Tender Paper in shape of Bank Draft drawn in favour of Secretary, Board of Secondary Education, Odisha,Kataka - 753001.

5. The tenderers are required to deposit Rs.50,000/- (Rupees Fifty thousnad) only towards EMD in shape of Bank Draft drawn in favour of Secretary, Board of Secondary Education, Odisha, Kataka - 753001. The EMD of unsuccessful tenderers will be refunded soon after finalization of tender on their written request .Tender without EMD shall be rejected.

6.Tenderers shall quote their rate per MT in the Tender.

7. GST applicable will be charged extra on the quoted price.

8. Incomplete tenders shall be rejected.

9.**The successful tenderers shall have to deposit performance security of 5% of the tender value in shape of Demand Draft in favour of Secretary, Board of Secondary Education, Odisha, Kataka, payable at kataka within a period of 05 days from the receipt of assignment order from the Board, failing which the order shall be treated as cancelled and in that case the EMD shall be forfeited.** The performance security money will be refunded after certification by the store section of the Board to ensure that all the waste paper have been lifted by the tenderers for which the tender was invited. If the tenderer fails to lift all the waste paper or delay in lifting the paper the EMD and/ or performance security money will be forfeited.

10. The successful tenderer shall have to deposit the total cost of waste paper as will be determined by the authority of the Board in the manner directed before lifting of waste paper.

11. The cost of lifting and transporting of waste papers shall be borne by the tenderer.

12. The weighment of loaded and unloaded vehicle carrying waste paper will be made in the weighbridge in presence of the officials of BSE (O) in order to determine the quantity of waste paper and the cost of the same shall be borne by the tenderer.

13. The tender shall remain valid up to 06(six)months from the date of agreement/ work order. However the authority of the Board reserves the right to extend the validity period for sufficient reasons.

14. (i) The quality and quantity of waste paper may be inspected by the tenderers before quoting rates of each item.

(ii) In the event the Tenderer fails to lift the waste paper within the stipulated time in the work order the Board reserves the right to cancel the tender and the EMD & performance Security amount shall be forfeited.

(iii) The time scheduled in the work order is only indicative and Board may change the schedule and call upon the tenderer to lift the waste paper, by altering the schedule in which event the tenderer shall lift the same during the agreement period. Failure on the part of the tenderer shall be considered as violation of tender conditions. .

(iv) The last date and time for receipt of Tender complete in all respect is on or before 26.11.2026 up to 4.00 P.M and the Tenders received their after shall not be considered on any ground. The Tender will be opened on 27.11.2026 at 11.30 A.M. A change if any will be communicated.

15. Approximate quantity of waste paper with their offset price is given below:

Sl. No.	**Categories of Waste Paper**	**Approximate Quantity**	**Offset price per MT**
1	Used and unused damaged Answer Books	140 M.T	Rs.25,000.00+ GST
2	Used and unused OMR Sheet	25 M.T.	Rs23,000.00+GST
3	Obsolete Text books	1 M.T.	Rs.22,700.00 + GST
4	Other waste paper / miscellaneous	5 M.T.	Rs.29,000.00 + GST

17. In case of any dispute arising in course of transaction of business the decision of President, B.S.E, Odisha, Kataka shall be final and binding on the part of the tenderer.

18. The President reserves the right to accept or reject any or all tenders without assigning any reasons thereof.

Sd/-
SECRETARY