

राजीव गाँधी विश्वविद्यालय
रोनो हिल्स, दोईमुख
RAJIV GANDHI UNIVERSITY
RONO HILLS: DOIMUKH

No.ST-187/WP/2007 / 091

Dated the 9th June, 2026

उद्धरण आमंत्रण सूचना/NOTICE INVITING QUOTATION

Rajiv Gandhi University, Rono Hills, Doimukh (Itanagar) invites sealed quotations for disposal of Used Answer Sheets/Old News Paper/Magazines and other Scrap Papers "AS IS WHERE IS AND WHATEVER THERE IS BASIS".

The bidders are, therefore requested to quote their maximum rates for purchase & lifting of the items as per the terms and conditions.

ELIGIBILITY CRITERIA :

1. The bidders are required to submit a demand draft of Rs. 10,000/- (Rupees ten thousand only) as Earnest Money and Tender Processing Fee of Rs. 1,000/- (Rupees one thousand) only in favour of Registrar, Rajiv Gandhi University, Rono Hills Doimukh (in separate envelopes).
2. The bidder must be a registered Sole Proprietorship/Partnership Firm/Mill or Company and must be attached the valid documents.
3. The bidders must have a valid GST Certificate, PAN to participate in the tender and must submit self attested copy of the same.
4. The tender form complete in all respect (with duly signed all Annexures) should reach the office of the University, at above mentioned address, in duly sealed envelope superscribed with 'Tender for disposal of Waste Paper'. Incomplete & conditional tenders are liable to be rejected. Late and delayed tender will not be considered.
5. Any overwriting must be authenticated by the signatures of the individual, who has signed the bid. Non-adherence will lead to rejection of the bid. The columns, in the tender form should be correctly and clearly filled.
6. It will be responsibility of the vendor to pack the material by his own labourers and the cost towards transportation, packing, loading, unloading etc. will also be borne by the vendor himself.
7. It will be responsibility of the vendor that the waste paper being lifted from the University will be used only for recycling in paper mill or in pulp industry or will be destroyed in an appropriate manner and submit a certificate as Annexure – VI.

8. The successful bidder will be liable to complete the job of lifting the material from University within 5 days of getting the order. If the bidder does not start work in time or stops the work midway or leaves the work altogether, his EMD will be forfeited. The University shall have the right to cancel the order.
9. The University reserves the right to reject or accept any or all the quotations at any time without assigning any reason thereof.
10. The bidder should quote their highest rates based upon the Terms and Conditions forming part of the tender document. Order will be placed to the successful bidder (quoting highest rates of purchase) out of the eligible bidders.
11. In case, the date of submission/opening of tenders happens to be holiday, the tenders shall be received/opened on the next working day.
12. The EMD of bidders, whose rate are not approved, will be returned within 30 days upon finalization of the tenders. No interest will be paid on the amount of the EMD. However, the EMD of the bidder, whose rates are accepted, will be returned on submission of performance undertaking after expiry of the contract.
13. In case, the vendor fails to comply the terms & conditions, the University may terminate the contract without assigning any reason and is free to dispose of the waste paper items in such a manner as may be deemed appropriate.
14. The bidders may visit the University premises and inspect the quantity, condition and type of material being sold.
15. The weighing of the material shall be jointly witnessed by a Committee or authorized representative(s) and bidder or his authorized representative.
16. Bidders should take into account any corrigendum published on the tender document in the university website www.rgu.ac.in before submitting their bids.
17. In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of the place where the disposer ordinarily resides.
18. Additional terms and conditions will be incorporated in the job order, if needed, to safe guard the interests of the University.
19. An undertaking may be given that the price being furnished in the bid will remain valid for the rate contract irrespective of validity period.
20. The contract shall be initially for two years (Financial Year 2026-27 & 2027-28) and may be extended for further period of 1 (one) year subject to satisfaction of work and with mutual understanding.



21. The successful firm will be required to do the work / job for the contract period from the date of award the contract. Rajiv Gandhi University, Doimukh/ Itanagar Arunachal Pradesh shall, however, reserve the right to terminate the contract at any time without assigning any reason.
22. The tenderer should enclose a signed copy of the terms & conditions stipulated for award of the contract, conveying his acceptance of the same.



कुलसचिव/ REGISTRAR

कुलसचिव

राजीव गांधी विश्वविद्यालय (केन्द्रीय विश्वविद्यालय)

Registrar

Rajiv Gandhi University (Central University)
Rono Hills, Doimukh, Arunachal Pradesh

Schedule of Tender

1. Quotation submission start date & time : 11/06/2026 from 10 am
2. Quotation submission last date & time: : 3rd July, 2026 till 04:00 pm
3. Amount of Tender Processing Fee : Rs. 1,000/-
4. Amount of Earnest Money Deposit(EMD) : Rs. 10,000/-
5. Date and time of opening : Shall be uploaded in the RGU website.
6. Tender document may be downloaded from this University's official **Website**
"<http://rgu.ac.in>".



कुलसचिव/ REGISTRAR
कुलसचिव
राजीव गाँधी विश्वविद्यालय (केन्द्रीय विश्वविद्यालय)
Registrar
Rajiv Gandhi University (Central University)
Rono Hills, Doimukh, Arunachal Pradesh

[To be submitted on letterhead]

Quotation No. of the firm:

Date.....

TENDER FORM
INFORMATION AND UNDERTAKING.
(Tenderer may use separate sheet wherever required)

Sl No.	Details of the Firm / Bidder	Page No. of the tender documents	Remarks
1.	Name & Address of the Manufacturer/Authorized Distributor/ Dealer		
2.	Whether the Firm is located in Arunachal Pradesh. Yes/ No		
3.	Details of the Earnest Money Deposit (EMD)		
	DD No: -		
	Dated: -		
	Drawn on Bank: -		
	Amount: - Rupees.....only		
4.	Details of the Tender Processing Fee (Non-refundable)		
	DD No: -		
	Dated: -		
	Drawn on Bank: -		
	Amount: - Rupees.....only		
5.	Copy of Registration of the firm		
6.	Copy of GST Registration		
7.	Copy of PAN/ TAN card		
8.	Tender Form (Annexure – I)		
9.	Undertaking (Annexure – II)		



10.	Litigation/Arbitration Certificate (Annexure – III)		
11.	Certificate of No Deviation (Annexure – IV)		
12.	Non Blacklisting Certificate (Annexure – VI)		
13.	Have you previously supplied these items to any Government / private organization? If yes, attach the relevant proof.		
14.	Name and Mobile Number of a Key person, who can be contacted at any time. The person should be capable of taking orders and making arrangement to this effect		
15.	Any other information important in the opinion of the tenderer		

- Page number/serial number may be given to each and every page of Tender Documents and photocopies of the documents attached. Mention Page number, wherever the copy/copies of the document(s) are kept.
- In case of non-fulfillment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

Dated:

Place:

(Signature of the bidder with seal)



Annexure - II

[To be submitted on letterhead]

Quotation No. of the firm:

Date.....

UNDERTAKING REGARDING LITIGATION/ARBITRATION

To,

The Registrar
Rajiv Gandhi University
Rono Hills, Doimukh.

We hereby confirm and declare that we, M/s -----, does not have any litigation / Arbitration History with any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services during the last 5 years.

For.....

Date.....

Authorized signatory



[To be submitted on letterhead]

Quotation No. of the firm:

Date.....

CERTIFICATE OF NO DEVIATION

I/We, M/s _____ hereby certify that notwithstanding any contrary indication / conditions elsewhere in our offer documents, I/We have neither set any terms and conditions nor there is any deviation taken from the conditions of Rajiv Gandhi University, Doimukh, Arunachal Pradesh tender specifications, either technical or commercial, and I/We agree to all the terms and conditions mentioned in the NIQ with associated amendments & clarification

(Signatures of the Bidder with Seal)



[To be submitted on letterhead]

Quotation No. of the firm:

Date.....

CERTIFICATE OF PRICE JUSTIFICATION

I/We, M/s. _____ certify that the rates provided are our best rates and we have not taken these materials from any Government Department/PSU/Institution for higher than these rates in last one year.

Signature with seal of the bidder



Annexure - V

[To be submitted on letterhead]

Quotation No. of the firm:

Date.....

NON BLACKLISTING CERTIFICATE

I/We hereby certify that the [Name of the company / firm] has not been ever blacklisted/debarred by any Central / State Government / Public Undertaking / Institute on any account.

I/We also certify that firm will be supplied the item as per the specification given by Rajiv Gandhi University, Arunachal Pradesh and also abide all the terms and conditions stipulated in Rate Contract.

I/We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and Rajiv Gandhi University, Arunachal Pradesh may impose any action as per NIT rules.

Date:

Name

Place:

Signature & seal of the Bidder:



[To be given on letter head]

Quotation No. of the firm:

Date.....

CERTIFICATE/UNDERTAKING

This is to certify and undertake that all waste paper collected from Rajiv Gandhi University (RGU) shall be collected, transported, handled and processed entirely at my own expenses, without any financial, legal or other liability whatsoever on the part of Rajiv Gandhi University.

I further undertake that:

1. The waste paper collected from the University shall be utilized solely for the purpose of paper pulp manufacturing and recycling.
2. The collected waste paper shall not be used for any unauthorized purpose.
3. The collected waste paper shall not be sold, transferred, or supplied to any outside vendor, trader, agency, or individual, except to authorized paper recycling units for the purpose of recycling.
4. All activities relating to collection, transportation, storage, and recycling of the waste paper shall be carried out in compliance with applicable laws, rules, and regulations.
5. Rajiv Gandhi University shall not be held responsible for any loss, damage, accident, dispute, or liability arising out of the collection, transportation, processing, or recycling of the waste paper.

I hereby affirm that the above statements are true and correct to the best of my knowledge and belief, and I shall remain fully responsible for compliance with the terms of this undertaking.

Date :
Place

Signature of the bidder/Proprietor with seal



[To be given on letter head]

Quotation No. of the firm:

Date.....

Undertaking

Sl. No.	Particulars	Yes/No
1	It is certified that the information furnished is correct to the best of our knowledge & belief. We have gone through the terms and conditions of the NIQ and confirm to abide by same. We have seen the samples of the material to be lifted from University.	
2	I/we confirm that we have our own pulp making/recycling facility.	
3	I/We have arrangement for handing over of the materials for pulp making/recycling with M/s (name and address of the pulp making/recycling facility) at	

Place :

Date :

(Signature of the bidder with seal)



Annexure - VIII

[To be given on letter head]

Quotation No. of the firm:

Date.....

FINANCIAL BID

1.	Rate of Used Answer Sheet (per kg.)	
2.	Old News Paper (per kg.)	
3.	Magazine (per kg.)	
4.	Scrap Paper (per kg.)	

Date :
Place

Signature of the bidder/Proprietor with seal



Memo No. ST-187/WP/2007 / 091

Dated, the 10th June, 2026

Copy to:

1. All authorized dealers/ suppliers.
2. The Jt. Director, Computer Centre for information and uploading the Tender Notice on the University website.
3. The Editor, Arunachal Times, Itanagar/Echo of Arunachal, Naharlagun is requested to publish (one issue) in the esteemed newspaper the enclosed gist of the Tender Notice.
4. Notice Boards.
5. Guard File.
6. Office copy.



कुलसचिव/ REGISTRAR

कुलसचिव

राजीव गांधी विश्वविद्यालय (केन्द्रीय विश्वविद्यालय)

Registrar

Rajiv Gandhi University (Central University)
Rono Hills, Doimukh, Arunachal Pradesh