

THE HIGH COURT OF ORISSA: CUTTACK

TENDER NOTICE

No. 11789

Dated 25.07.2024

Sealed quotations in plain paper are invited from local scrap dealers/firms for the sale of waste shredded paper of this Court on the basis of contract for one Year.

The closing date and time for submission of Tenders is **01.08.2024** till 3:00 PM and will be opened on the same day at 4 PM in presence of the Tenderers or their authorised agents, if they so like.

**Documents to be enclosed**

1. A Refundable Earnest Money Deposit (EMD) of ₹ 10,000/- (Rupees Ten Thousand Only) only in shape of Demand Draft from any bank as stipulated in Finance Dept. Letter No. 26061/F, Dtd 19.10.2022 in favour of the Registrar (Judicial), the High Court of Orissa, Cuttack payable at SBI, Main Branch, Cuttack.
2. Self-attested Xerox Copies of GSTIN and PAN Card.

**Terms and conditions for Sale of Waste Shredded Papers**

1. The price shall be quoted **per kg** in words as well as figures.
2. GST **@5%** will be charged extra on the sale value of the shredded paper which is to be deposited in the Treasury by the successful bidder.
3. The successful tenderer i.e. the highest bidder will have to deposit the entire sold amount in cash and to produce the Treasury Challan copy of GST amount, i.e. @ 5% on the sale value of the shredded paper each time, before lifting the waste shredded paper from the Court's premises and RRDC premises.
4. The waste shredded paper will be delivered "As is where is basis".
5. The successful bidder shall make his own arrangement of transport for removal of the materials sold to him from the Court's Corridor. As well as from RRDC premises.
6. The refund of EMD cost will be made to the unsuccessful bidders after finalization of the tender.
7. The refund of the EMD Cost will be made to the successful bidder after 03 months of the finalization of the bid or as decided by the Authority.

Sealed quotations may be addressed to the Registrar (Judicial), the High Court of Orissa, Cuttack and should be superscribed on the envelope as "Quotations for Sale / Disposal of Waste Shredded Paper" of this Court.

The tender/(s) received with incomplete information or insufficient documents or after closing time for submission of tender will not be taken into consideration.


The Authority may reject any tender without assigning any reason and not necessarily accept the highest rate. He shall have also the right to accept the whole or portion of the Tender.

 25/7/24

Asst. Registrar (Admn)  
High Court of Orissa

Memo No. 11790 dt 25.07.2024

Copy forwarded to the Superintendent, IT Cell for uploading the Tender Notice in Orissa High Court website.

 25/7/24

Asst. Registrar (Admn)  
High Court of Orissa