



**ANDHRA PRADESH PUBLIC SERVICE COMMISSION  
(APPSC)**

D.O. 5-5-406, Pratibha Bhavan, MJ Road, Nampally, Hyderabad,  
Pin code- 500001.

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**No.151/ADC/2015**

**Dated: 06/12/2017**

**The Secretary,  
Andhra Pradesh Public Service Commission.**

**Tender No: Removal & Clearance of waste/scrap/As and where/151/ADC/ 2015**

**Due Date: 21/12/2017**

**Before : 4.00 p.m.**

Sealed Tenders are invited on behalf of the APPSC, from Scrap vendors for participating in Removal and Clearance of Waste and Scrap materials within the Office and premises on As and where is basis.

**Removal & clearance of waste and scrap materials on As and where is basis.**

<b>Tender No.</b>	Removal & Clearance of waste/scrap/As and where/151/ADC/2015
<b>Item Description</b>	Removal & Clearance of waste and Scrap materials on “ As and where is “ basis
<b>Last date of Submission of tender</b>	21 <sup>st</sup> December, 2017 till 4p.m.
<b>Place of Submission</b>	<p>The tender cover should be sent to: <b>The Secretary, Andhra Pradesh Public Service Commission, D.O. 5-5-406, Pratibha Bhavan, MJ Road, Nampally, Hyderabad, Pin code- 500001.</b></p> <p>Right is reserved to ignore any tender which fails to comply with the below instructions. <b>Tender should be sent either by REGISTERED POST ACKNOWLEDGEMENT DUE OR THROUGH MESSENGER.</b></p> <p>If the Tender is sent through Messenger, the same has to be dropped in the TENDER BOX kept for this purpose in the <b>Commission’s Office (4<sup>th</sup> Floor Administration wing) before 4.00 PM on due date: 21/12/2017.</b></p> <p><b>If it is by post (Registered Post or Speed post only) the same should reach before 4.00 p.m. i.e on the last date 21.12.2017 otherwise it will be summarily rejected.</b></p>

<b>Tender Type</b>	Bid should be placed in sealed cover with the superscription on the left hand side OPEN TENDER FOR <b>“Removal and Clearance of Waste and Scrap materials waste/scrap/As and where is basis” due on 21/12/17</b>
<b>Opening Date &amp; Time of tender</b>	23 <sup>rd</sup> December, 2017 at 05.00p.m.
<b>Place of Opening Tender</b>	4 <sup>th</sup> floor, Administration wing.
<b>Tender Fee and Earnest Money Deposit:</b>	Tender document Fee of Rs.525/- (Rs. Five Hundred and twenty five only) (inclusive of Tax (Non-refundable) and Earnest Money Deposit of Rs.10,000/- Rs. Ten Thousand only) In the form of Demand Draft in favour of <b>“The Secretary, APPSC”</b> payable at Hyderabad shall be submitted along with the Bid.

## **Terms and Conditions and General Information**

### **1. Eligibility:**

- a. The Bidder should have carried out at least 3 scrap disposal work in the past 3 years with any Central/State/Autonomous organization of government and should submit relevant proof.
- b. Permanent Account Number/TIN of the firm details should be submitted.
- c. Address proof of the firm.
- d. Bank account holder with proof.

### **2. Scope of the work:**

- a. The As and where is for disposal of waste and scrap lying in the office, outside the office building and on **“as- it-is”** basis.
- b. The major type of such materials available for Disposal are of Metal scrap of Iron, Mild Steel, Copper, Brass, Aluminum, construction debris, Plastic, Glass, Wood, Papers and Others.
- c. The rate for each item should be quoted on per kilogram basis.
- d. Tax and any other levies should be indicated separately in the Annexure- A.
- e. Transportation, packing/dismantling, loading and unloading will be the responsibility of the successful tenderer.
- f. The price bid should be submitted in the proforma given in Annexure – A

- g.** Generally the materials have to be cleared by the contractor on fortnightly basis. However, APPSC reserves the right to call the successful bidder for clearing the scrap on 3 days prior notice.
  - h.** The scrap material has to be lifted on the same day of weightment between 10.00 am to 5.00 pm. failing which APPSC will not be responsible for any loss, theft, pilferage, etc.
  - i.** The scraps have to be segregated, weighed, loaded and moved by the successful bidder at their own cost.
  - j.** The successful bidder should bring their own vehicle, measuring platform, manpower and any other materials needed to segregate, weigh, pack, load and move the materials.
  - k.** While removing the material, the successful bidder should provide a detailed list duly signed with information about the number of scrap materials, its components details, weight of the components and total valuation amount.
  - l.** The weighing and valuation of scraps should be made only in the presence of staff of Administration section and Security Section.
  - m.** Countersignature has to be obtained from the Administration person and the security staff who was present during the weightment, valuation and loading time. They should also obtain due gate pass for entry & clearance.
  - n.** Permission will be accorded to move the items outside the office premises only after obtain the Gate pass from administration and following the above procedure.
- 3.** The price bid cover duly sealed should be superscribed as “Removal & Clearance of waste/scrap/As and where is basis” and addressed to The Secretary, Andhra Pradesh Public Service Commission, D.NO. 5-5-406, Pratibha Bhavan, MJ Road, Nampally, Hyderabad, Pin code– 500001.
  - 4.** Bids received within the due date only will be entertained.
  - 5.** The bid should be valid for a period of 30 days for acceptance from the date of opening of the bid.
  - 6.** The sealed offer must be accompanied by EMD of Rs. 10,000/- (Refundable) (Rupees Ten Thousand only) by Demand Draft / Pay Order in favour of The Secretary, Andhra Pradesh Public Service Commission Payable at. The offer without EMD shall not be considered. The EMD shall bear no interest.
  - 7.** Bidders cannot withdraw their offer once it is submitted to APPSC Hyderabad.
  - 8.** EMD of unsuccessful bidder will be returned within a reasonable period.

9. EMD of the successful bidder will be refunded after completion of the clearance of scrap/materials.
10. No enquiry of bidder shall be entertained once the material is lifted by them.
11. All labour, tools and equipment for loading the items from APPSC Hyderabad to buyer`s trucks with all leads, lifts, etc., shall be at the cost of the buyer. However, electric power and water shall be provided free of charge at one nearest possible point, if required, subject to availability.
12. The personnel employed for the disposal action (job) shall strictly obey the Safety Rules in force while working in the Commission Office.
13. The job shall be done without damaging the premises / roads / drains / etc. The buyer shall make good the damages, loss, etc., in the event of any occurrence otherwise.
14. No animals shall be harmed in the process of removal, failing which penalty will be imposed as per the prevailing rules of APPSC and that of the government.
15. Taxes, as applicable at the time of taking delivery of the items shall be at the cost of buyer.
16. The successful tenderer with highest bid will be the awarded the As and where.
17. The successful bidder will not be permitted to sort out materials as removable or not. The entire lot identified by the officer in charge is to be removed.
18. The material shall be collected only in trucks licensed to carry such products.
19. No other material should be removed from the site.
20. APPSC Office, reserves the right to divide / split the order between more than one qualified bidders or empanel more than one bidder.
21. APPSC Office also reserves the right to accept / reject the offers or cancel the whole tender proceedings without assigning any reason whatsoever. The decision of Commission will be final and binding on the bidder(s). BIDDERS are not entitled to claim any damage or compensation in case of such cancellation.
22. Jurisdiction: The disputes, legal matters, court matters, if any shall be subject to Chennai jurisdiction Hyderabad.
23. Respective copies of Form No. 13 manifest shall be handed over to APPSC Office.
24. Tenders shall be submitted in the Price Format forming part of the tender enquiry.
25. The tender should be valid for a period of thirty (30) days from the date of opening the bids.

26. For some items negative quotes will also be accepted.
27. The tender shall be written legibly and free from erasing and over-writing. Corrections, if any, should be duly attested by the authorized signatory. Rates should be written both in words and in figures.
28. All payments due from the bidder under the contract shall be made in Indian Currency.
29. Tenders submitted without fulfilling the above and in contravention to the tender notice are liable to be rejected.
30. The Tender Notice and connected Annexes shall form part of the contract.

### **Declaration**

I have understood the terms and conditions given above and in case the bid is accepted, we shall abide by the terms and conditions as referred above without any further cause or reason.

I/We accept all the terms and conditions contained in APPSC tender for **“Removal & Clearance of waste/scrap/As and where basis” vide Reference No: Removal & Clearance of waste/scrap/As and where/151/ADC/2015.**

**Signature of the Authorized Person  
with Seal of the office.**

**Annexure -A**

**Price bid for the disposal of scraps**

<b>Sl.No.</b>	<b>Type of scrap</b>	<b>Rate/kg</b>
1	Iron	
2	Mild steel	
3	Copper	
4	Brass	
5	Aluminum	
6	Other metal/alloy	
7	Plastics	
8	Wood	
9	Packing material	
10	Glass	
11	Papers/ Pads	

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