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GOVERNMENT OF INDIA
Ministry of Home Affairs
DIRECTORATE OF CENSUS OPERATIONS, RAJASTHAN,
6-B, Jhalana Doongri, Jaipur-302004

Tender form for purchase of old Census Records of Census 2001

- 1- Name and full postal address of the paper/pulp :
Mill submitting tender
- 2- Telephone No. :
- 3- Address to : Dy. Director, Directorate of Census
Operations, Rajasthan, 6-B, Jhalana
Doongri, Jaipur.
- 4- Reference :
- 5- The tender fee amounting to Rs. 100/- :
(One Hundred only) has been deposited vide
(i) Cash Receipt No.....Dated.....
(ii) Money Order dated.....
- 6- The earnest money amounting to Rs.30000
(Rupees Thirty Thousands only) has been
Deposited vide
(i) Receipt No.....Dated.....
(ii) Bank Draft No.....of
.....
(Branch)
- 7- Our rate for purchase of waste paper is : Rs.....per quintal
(In words) Rupees.....
.....per quintal

We agree to abide by all the terms and conditions received along with this tender form.

Place: Signature of Tenderer with
Seal of the Paper /Pulp Mill
Dated:

TERMS & CONDITIONS

- 1- The cost of tender form along with its terms & conditions is **Rs. 100/-** (Rupees One Hundreds only) which can be had from the Accounts Section of this Directorate by remitting the amount in cash or by money order.
- 2- An amount of **Rs. 30000/-** (Rupees Thirty Thousands only) as earnest money will have to be deposited along with the tender which will be released to the unsuccessful tenderer without interest as soon as the final decision on the tender is taken.
- 3- The tenders in sealed covers addressed to the Dy. Director, Directorate of Census Operations, Rajasthan, 6-B, Jhalana Doongri, Jaipur and superscribed as **“TENDER FOR THE DISPOSAL OF OLD CENSUS RECORD”** should be sent so as to reach on or before **21-12-2009 by 1.00 pm.** Tenders not accompanied with earnest money will not be considered.
- 4- Tenders received up to the stipulated date and time will be opened on the same day i.e. **21-12-2009 at 3.00 pm.** in the presence of tenderers or his authorized representative who may so desire and will be present at that time.
- 5- Tenders from only those leading waste paper dealers/paper mills having pulping facility will be accepted (Certificate for pulping facilities has to be attached to the Tender).
- 6- According to the provisions of Census Act 1948, all the Census records/forms are confidential one and the said records should not be used for any other purpose except pulping. Hence the records so purchased by the successful Tenderer/Bidder should be made into pulp.
- 7- The successful tenderer will have to lift record from Central Record Room of this Directorate and will carry it to the nearest **“Electronic Weigh-bridge (Dharam Kanta)”** at his own cost. The weightment at two different Dharam Kanta before loading and after loading will be done in the presence of representative of this office at the cost of tenderer. The weightment slips will be signed by the successful tenderer or his authorized representative as also by the representative of this office.
- 8- The old Census Record contains old census records and waste papers. The successful tenderer will have to lift such record as in where is basis without detaching the craft paper cover (if any). This record will have to be pulped in the paper mills in the presence of the representative of Census Directorate who will remain present at the time of pulping and the pulping certificate have to be furnished by the mill.
- 9- The old census records will be supplied by DCO office. It will be the responsibility of the Tenderer to make it all arrangements for collecting and transporting the old records from the DCO office during office hours of the working days. The old records must be removed from the DCO office within a week from the date of intimation given in that respect.
- 10- The Successful Tenderer will have to pack the old records and other confidential records in Corrugated Boxes. Expenditure on packing transport and labour/ Railway freight charge and taxes etc. will have to be borne by successful Tenderer.
- 11- The Tenderer should quote his income tax no.(PAN) & VAT No. and should attach last three years Income Tax Returns along with the Tender Form.

- 12- Tenderer has to submit list of the Govt. Offices for which similar kind of work for pulping has been done. Give the detailed information in a separate sheet .
- 13- The rates should be quoted per quintal. The rates quoted would be exclusive of transportation, loading, unloading, weighting etc, the expenditure of which will be borne by tenderer.
- 14- The successful tenderer will have to deposit an amount of **Rs. 500,000/- (Rupees Five Lac only)** as security advance before lifting the record from this office to weighting machine which will be adjusted against final payment which the successful tenderer will make immediately after the weightment.
- 15- The successful tenderer will have to lift the entire record within a period of seven days from the date of receipt of the letter from this office conveying the acceptance of the rate.
- 16- In the event of failure to lift the material by the successful tenderer at the rates once accepted during the stipulated time the earnest money of Rs. 30000/- shall be forfeited and contract will be terminated.
- 17- The record can be inspected by any prospective tenderer on any working day in the Directorate of Census Operations, Rajasthan, 6-B, Jhalana Doongri, Jaipur between 4.00 to 5.00 pm.
- 18- The approved tenderer shall be deemed to have carefully examined the general terms & conditions attached with the tender form.
- 19- The Dy. Director of Census Operations, Rajasthan, Jaipur reserves the right to reject any or all the tenders without assigning any reason thereof.
- 20- In case highest tenderer fails or refuse to lift the material, offer made by the second highest bidder can also be approved. In such case difference between highest offer and second highest offer shall be recovered from the highest bidder. It will be in addition to forfeiture of security deposit.
- 21- Security deposit will be returned only after furnishing certificate about pulping of the paper.
- 22- Any dispute of difference arising out of or in connection with the Tender shall be subject to the exclusive jurisdiction of Jaipur.

Dy. Director
Directorate of Census Operations, Rajasthan,
Jaipur.

Govt. of India,
Ministry of Home Affairs
Directorate of Census Operations Rajasthan, 6-B, Jhalana Doongri,
Jaipur.

Tender Notice

No. 5744/F.15/Cen/Str./90-IV

Dated: 30.11.2009

Tenders are invited from intending firms for disposal of 2001 Census Records weighing **140 tones approximately** on 'as is where is basis'. The selected firms shall be required to convert the record into pulp in any Paper Mill at its own cost. The firms are required to submit their sealed tenders indicating their best rates per quintal alongwith the EMD (Earnest Money Deposit) of **Rs. 30,000/-** in the form of Demand Draft/Pay Order drawn from any nationalized Bank in favour of **Assistant Director, Census Operations, Rajasthan, Jaipur** latest by dated **21-12-2009 (1.00 p.m.)**. The tenders shall be opened on the **same day at 3.00 p.m.** in presence of the representatives of the firms, if any.

The detailed Tender Notice containing all terms and conditions may either be obtained from the office of the Directorate or be downloaded from website "**www.censusindia.gov.in**".

This office reserves the right to reject any or all quotations without assigning any reason therefor.

Dy Director
Directorate of Census Operations, Rajasthan,
Jaipur.