OFFICE OF THE
REGISTRAR
क'क्राझार मुलुगसोलोंसालि
KOKRAJHAR UNIVERSITY
Kokrajhar, BTC, Assam 783370
Website: www.kokrajharuniversity.ac.in
Email: registrarkokuniversity@gmail.com Contact No: 7002751304 (M)

No. KU/02/Reg./2025/478(A) Dated: Kokrajhar, the 11th December, 2025.

NOTICE INVITING TENDER

Sealed tenders are invited from Registered Scrap Dealers who are interested in buying **non-biodegradable scrap** materials lying at the **Kokrajhar University** will be sold through auction on **"as is where is basis"**.

Details:

1	**Name of Scrap Items**	Paper Waste Materials, Stationery items, UPS, Monitor, Keyboard, CPU, Printer, Iron Material, Refrigerator, Fan, Other miscellaneous items.
2	**Procedure for quoting price**	The offer price shall be quoted for the above items on "as is where basis is". The tender shall be awarded based on the highest offer received for all items on a single package basis.
3	**Last date of submission of bid**	10.00 A.M on 19th December, 2025
4	**Date of opening of Technical bid of the Tender**	11 A.M on 20th December, 2025

Registrar
Kokrajhar University
Kokrajhar

Annexure – I

INSTRUCTION TO THE TENDERERS

The Tender shall be submitted in accordance with the instructions and any tender is not comply with the instructions as under is liable to be rejected.

1. The tender should be submitted in sealed cover super-scribed as **"SALE OF SCRAPS"**.
2. The tender shall be completed in all respect and should be signed with date by the Authorized Signatory of Tenderer on all the pages.
3. The offer price shall be quoted on single package basis on "AS IS WHERE IS BASIS".
4. Any materials that are in good running condition must be segregated and returned to the authorized officials of Kokrajhar University.
5. The Tenderers are free to inspect the Scrap at Kokrajhar University on any working day from 12th December, 2025 to 18th December, 2025 between 11.00 A.M and 5.00 P.M in the presence of authorized official of Kokrajhar University.
6. The tender shall be awarded based on the highest offer received on 'Single package basis'. In other words, the bidders will be required to quote for all items collectively. They are not required to quote for items individually.

I/We have carefully read and understood all the terms and conditions mentioned in the 'Instruction to the Tenderers' and agree to abide by all the terms and conditions.

Tenderer's Name &
Signature
(With Seal)

Annexure – II

PARTICULARS TO BE FILLED UP BY THE TENDERER / BIDDER

Sl. No.	DETAILS OF THE TENDERER / BIDDER	
1	Name of the Tenderer	
2	Postal address	
3	Mobile No.	
4	E-Mail ID	
5	Name of Contact person/Designation	
FOLLOWING DOCUMENTS TO BE SUBMITTED IN THE BID		
6	The firm should have valid registration certificate in support of establishment of the firm (Enclose copy)	
7	PAN (Permanent Account Number) (Enclose copy)	
8	Certificate of Registration for GST (Enclose copy)	
9	Bank Account Details	
10	Signed Copies of Annexure – I & II	
11	EMD of Rs. 15,000/- in form of DD in favour of **"Principal, Kokrajhar Govt. College"**.	

Tenderer's Name &
Signature
(With Seal)

Annexure – III

FINANCIAL BID

I/We, _____ (Firm Name), hereby offer our price for the non-biodegradable scrap materials on an 'AS IS WHERE IS BASIS' as follows:

Offer Price in INR	Offer Price in Words

Tenderer's Name &
Signature
(With Seal)