

**HOOGHLY PRINTING CO. LTD.**  
**(A Govt. of India Enterprise)**  
**41, Chowringhee Road, Kolkata-700071**  
**Ph: (033) 2288-3312/3779**  
**E-mail: [hooghlyprint@dataone.in](mailto:hooghlyprint@dataone.in)**  
**NIT No.13/2015-16 Dated 11.03.2016**

**TENDER DOCUMENT**

Hooghly Printing Co. Ltd. (HPCL) invites Offers in sealed cover from Bonafide scrap merchants for purchase of paper waste on 'as is where is basis' from the Company's establishments at Mahatma Gandhi Road, Thakurpukur, near Cancer Hospital, Kolkata-700104.

The Terms & Conditions of Scrap disposal are as follows:-

**1. Eligibility:**

**a)** Bidders should possess Trade Licence, Income Tax Permanent Account Number. (Documentary proof to be submitted).

**2. Materials offered for Sale:** Fire & Water damaged paper including printed forms & books. Inspection can be carried out at the company's establishment at Mahatma Gandhi Road, Thakurpukur, Kolkata – 700 104(near Cancer Hospital) on any working day (Monday to Friday) between 11 Hrs. to 16.00 Hrs.

**3. Rate:** The Bidders shall quote their rates on per kg basis. Such rates shall be exclusive of all taxes & duties and shall remain valid till 30.04.2016. VAT, Income Tax (TCS) including education cess and other applicable taxes and duties if any, shall have to borne by the successful Bidder over and above the rates quoted by them as applicable. The successful Bidder shall be responsible for lifting the entire lot offered for sale. Offers for part of the materials and/or selected items will not be entertained.

**4. Determination of Selling Price:** Selling price would be based on the actual weight of materials lifted by the successful Bidder. For arriving at the actual weight, the successful Bidder shall produce the Way Bridge weighment slip indicating the unladen weight of the goods carriage. Thereafter the loaded vehicle will be weighed at the Way Bridge in presence of HPCL's representative and weight of disposed materials would accordingly be determined.

**5. Payment:** Estimated Purchase Price of materials to be lifted, computed on the carrying capacity of the Goods carriage to be deposited in advance in the form of Demand Draft/Pay Order payable at Kolkata or by NEFT/RTGS favouring 'Hooghly Printing Company Limited'.

**6. Earnest Money Deposit:** The Bidders are required to furnish Earnest Money Deposit of Rs.20,000/- in the form of Demand Draft/Pay Order payable at Kolkata favouring "**Hooghly Printing Co. Ltd.**" along with their Offers.

**7. Tender Documents:** Intending Bidders who have downloaded the tender document from the Company's website are required to enclose Demand Draft/Pay Order for Rs.500/-(Five Hundred Only) along with their sealed Offer.

**8. Removal of Materials:**

The successful Bidder shall be responsible for sorting, packing, loading, transportation & clearing of the disposed materials at his cost and risk within 3 days from the date of placement of lifting Order.

**9. Submission of Offers:** Offers to be submitted in Sealed Covers marked "NIT No. 13/2015-16" and should reach this office latest by 15.00 hours on 24.03.2016. Offers will open on the same day at 15.30 Hrs.

**10. Disqualification:** Failure to collect materials on the stipulated dates on two consecutive occasions shall disqualify the Bidder and the EMD furnished by him shall be forfeited.

**11. Disputes:** Any dispute arising out of these transactions shall be subject to the jurisdiction of the competent Court at Kolkata.

Date: 11.03.2016

For Hooghly Printing Co. Ltd.

Place: Kolkata

Sr.Manager(F&A)

**HOOGLY PRINTING CO. LTD.**  
(A. Govt. of India Enterprise)  
41, Chowringhee Road, Kolkata – 700 071  
**NIT No.13/2015-16 Dated 11.03.2016**  
**TENDER DOCUMENT**

1. NIT NO. & DATE : NIT 13/2015-16 Dated 11-03-2016
  
2. NAME OF THE BIDDER IN FULL :
  
3. ADDRESS OF THE BIDDER  
(a) Registered Office :  
(b) Head Office :  
(c) Branches :
  
4. TELEPHONE NO./ FAX / E-MAIL :
  
5. STATUS OF THE ORGANISATION :  
Proprietorship / Partnership / Ltd. Co./  
Pvt. Ltd. Co.
  
6. DATE OF COMMENCEMENT OF BUSINESS:
  
7. NAME, FATHER'S NAME & RESIDENTIAL :  
ADDRESS OF PARTNERS / DIRECTORS /  
PROPRIETOR AS THE CASE MAY BE  
(Use separate sheet if necessary)
  
8. BANK PARTICULARS :  
(a) Name of the Bank & Branch :  
(b) Address of the Branch :  
(c) Telephone No. of the Branch :  
(c) Account Number :  
(d) Type of Account :  
(e) IFS Code of the Branch :  
(f) Term loan sanctioned :  
(g) Bank Guarantee limit :
  
9. TRADE LICENCE NO. :  
(Please attach a photo copy)

**HOOGLY PRINTING CO. LTD.**  
(A. Govt. of India Enterprise)  
41, Chowringhee Road, Kolkata – 700 071  
NIT No.13/2015-16 Dated 11.03.2016  
**TENDER DOCUMENT**

10. VAT REGISTRATION NO. :  
(Please attaché photocopy  
of Registration Certificate)

11. I. T. PERMANENT ACCOUNT NO.:  
(Please attach photo copy)

12. WHETHER THE APPLICANT IS ENLISTED :  
WITH ANY PUBLIC SECTOR  
UNDERTAKING, GOVERNMENT BODIES  
IF SO, THE DETAILS  
ARE TO BE FURNISHED

13. WHETHER THE APPLICANT HAS BEEN :  
BLACK LISTED BY ANY PUBLIC SECTOR  
UNDERTAKING, STATUTORY BODY  
CENTRAL OR STATE GOVT. DEPT

14. FINANCIAL CAPACITY :  
(a) Fixed Capital :  
(b) Working Capital :  
(Copy of audited Balance Sheet to be enclosed)

15. PROOF OF MAJOR TRANSACTIONS  
EFFECTED DURING THE LAST TWO  
FINACIAL YEARS  
(Documentary proof to be enclosed)

(a) Name and contact reference :  
of the Parties from whom  
Scrap has been purchased  
(b) Value of the Transactions :  
(c) No. of Transactions :

16.

| Sl No. | Item Description | Rate(Rs./Kg) |
|--------|------------------|--------------|
| 1.     | Paper Waste      |              |

*\*Taxes if any to be separately stated.*

16. EMD PARTICULARS:

i) DD/Pay Order No.....Date.....for Rs.20000/-

ii) Bank.....Branch.....

iii) DD/Pay Order No..... Date.....for Rs.500/-

iv) Bank.....Branch.....

**Note:** The Tenderer shall sign on each and every page of this Tender Form under his seal.

**HOOGLY PRINTING CO. LTD.**  
(A. Govt. of India Enterprise)  
41, Chowringhee Road, Kolkata – 700 071  
**NIT No.13/2015-16 Dated 11.03.2016**  
**TENDER DOCUMENT**

I/We hereby certify that the above particulars furnished by me/us are true to the best of my/our knowledge and belief; and in case of misrepresentation of facts, Hooghly Printing Co. Ltd. shall have the right to reject this Tender.

Signature of authorized person with seal

Date:  
Place :

***Note:** The Tenderer shall sign on each and every page of this Tender Form under his seal.*