



Atal Medical and Research University, H.P.

(A State Govt. University)

SLBS Medical College & Hospital Campus, Ner Chowk, Mandi,

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No. AMRU/G(2)/Store /Disposal/2025- 431-437

Dated: 25-10-25

NOTICE INVITING QUOTATIONS

Sealed quotations are hereby invited on behalf of Atal Medical & Research University, Himachal Pradesh, from registered firms/agencies engaged in recycling/disposal of waste paper for the disposal of discarded/used answer sheets and OMR sheets lying in the custody of the Examination Branch of the University. *The approximate weight of the discarded/used answer sheets and OMR sheets is 50 Quintal.*

Interested firms may submit their quotations on their letterhead, duly signed and sealed, in the prescribed format along with the following details/documents:

1. Copy of valid registration certificate of the firm.
2. GST number and PAN details.
3. Quotation indicating the rate per kilogram (₹/Kg), exclusive of GST, for purchase/disposal of used paper material.
4. GST will be charged extra.
5. Undertaking that the bidder will ensure complete shredding/pulping of the answer sheets and OMR sheets under strict confidentiality and that no material or information will be misused, copied, or shared in any form.
6. The selected bidder shall submit proof of shredding/pulping (such as a certificate or photographic evidence) to the University after completion of disposal, duly verified by the concerned authority.

The quotations, superscribed as "Quotation for Disposal of Discarded/Used Answer Sheets and OMR Sheets", must reach the office of the Registrar, Atal Medical & Research University, Himachal Pradesh, SLBSGMC&H Campus, Ner Chowk, Mandi-175008, by 10:00 AM on 15-11-2025.

The quotations will be opened on the same day at 12:00 PM in the presence of the bidders or their authorized representatives who wish to attend.

Terms & Conditions

1. The used/discarded answer sheets and OMR sheets will be disposed of as waste paper and solely for recycling purposes.
2. The material shall be weighed in the presence of authorized University officials before disposal.
3. The entire process of collection, loading, transportation, and shredding shall be carried out under the supervision of the University's designated officers.

4. The bidder shall be responsible for maintaining complete confidentiality and security of the material till its destruction.
5. No subcontracting or delegation of work shall be permitted.
6. The bidder shall furnish bid security amounting to Rs. 10,000/- (Rs. Ten Thousand) only along with their bid in shape of demand draft drawn in the name of Finance Officer, AMRU.
7. The highest bidder shall make full payment after adjusting the bid security before transfer of possession of the answer sheets and OMR sheets to him by the University. The bid security of unsuccessful bidders shall be returned after issue of sale release order.
8. In case the bidder does not lift the Goods within stipulated time, the bid security shall be forfeited and other actions be initiated including re-sale of said Goods at his risk of cost.
9. The payment, if applicable, shall be made after submission of the shredding/pulping proof and certification by the concerned authority.
10. The University reserves the right to accept or reject any or all quotations, wholly or partially, without assigning any reason.
11. In case of any dispute, the decision of the Hon'ble Vice Chancellor, Atal Medical & Research University, Himachal Pradesh, shall be final and binding.



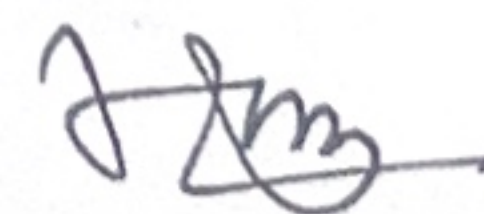
Finance Officer,
Atal Medical & Research University,
Himachal Pradesh at Ner Chowk.

Endst. No.: As above.

Dated: 25-10-25

Copy forwarded to:

1. Principal, SLBSGMC&H, Ner Chowk, for vide publicity.
2. Sub Divisional Magistrate, Balh, for vide publicity.
3. Registrar, AMRU for information.
4. Controller of Examination, AMRU for information.
5. PA to Vice Chancellor, AMRU for information.
- ✓ 6. Web Administrator, AMRU, for publishing on University Website.
7. Notice Board of AMRU, HP.



Finance Officer,
Atal Medical & Research University,
Himachal Pradesh at Ner Chowk.