

**Government of Himachal Pradesh
INSTITUTE OF PUBLIC ADMINISTRATION
FAIRLAWNS, SHIMLA – 171012.**

No.HIPA- (Bldg.) -1/2011

Dated: 14th July, 2011

NOTICE INVITING BID

Open expression bids are hereby invited from the registered Societies/NGOs reputed firms, for the supply, establishing and running the Waste Paper Recycling Plant (for at least one month period which can be extended negotiable to the sanction of HIPA authorities) at H.P. Institute of Public Administration(HIPA), Fairlawns, Shimla-171012, in the already constructed HIPA 12 KM from District Head Quarter of Shimla so as to reach in the office of undersigned on or before 04.08.2011 till 3.00 PM. The same will be opened on the same date at 4.00 PM in the presence of the bidders/representatives of the firm, whosoever will be present. Bids shall accompany with the earnest money (refundable) of Rs. 25,000/- (Rupees twenty five thousand) only in the shape of Demand Draft drawn in any of the nationalized bank at Shimla in favour of undersigned.

TERMS AND CONDICTIONS:-

- The location of the proposed plant building can be visited by the intending bidding parties prior to putting the bids.
- Bidding parties have to submit the comprehensive detail of the machinery viz. make of machine, rate of machine, capacity of the machine, warranty period they are going to supply and establish in the plant along with the service package.
- Bidding parties have to give the detail of machines depending upon different capacity machines available in the market or they deal with. The specific detail depending upon the different capacity will be required.
- The earnest money amounting to Rs. 25,000/- (Rupees twenty five thousand) only (refundable) will be received only in the shape of the Bank Draft drawn in any nationalized bank at Shimla in favour of the undersigned at the time of putting the tender.
- Bidding party should have minimum three years experience (each of successfully running their own paper recycling plant and also of running a paper recycling plant for Government Sector in any part of country. The documentary proofs are required to be submitted with bid.

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- Providing training to the identified personnel of HIPA will be on the part of the bidder and they will have to arrange all this for a period of one month compulsory after the establishing the plant and later as and when asked by the Institute within one year time.
- The bidders will have to submit a written warranty of one year of all the machinery installed and during this time all repair maintenance if any required shall be on the part of the bidder.
- After successful running of the plant the Institute may consider for AMC with the work awarded party and the rates shall be decided then on mutual agreement basis.
- The job awarded party will have to deposit the security amount @ 10% of the awarded amount as comes out after the negotiation in the shape of FDR duly pledged in the name of undersigned. This shall be released after a period of one year.
- During the period of one month the bidding party will have to run the plant on demonstration basis.
- During the period of one month the job awarded party will have to bear all charges of electricity and water etc.
- The undersigned reserves the rights to accept or reject any bid with out assigning any reason thereof.
- The Institute will facilitate for collection of raw material for running the plant.
- The produced products in the one month time shall be the property of the Institute.
- Other conditions subject to the agreement of the award.

Director,
HP Institute of Public Administration,
Fairlawns, Shimla-171012.

Enclt. No. HIPA (Bldg.)-1/2011

Dated 14th July, 2011

✓ Copy forwarded to Dr. Rakesh Sharma,
Asst. Prof. (Economics Admin), HIPA for information
and n/a. He is requested to get the above material
loaded in the HIPA website immediately.


Director
HP Institute of Public Administration
Fairlawns, Shimla-171012