



सॉफ्टवेयर टेक्नोलॉजी पार्क्स ऑफ़ इंडिया

इलेक्ट्रॉनिक्स एवं सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार
नं 5, तीसरी मंजिल, राजीव गांधी सालै, त्रमणि, चेन्नै - 600 113

Software Technology Parks of India

Ministry of Electronics & Information Technology, Govt. of India
No.5, 3rd Floor, Rajiv Gandhi Salai, Taramani, Chennai - 600 113.
Tel (044) 23703525, Fax (044) 23703506

Ref No: STPIC/PUR/010/2024-25/3847

Date: 27.03.2025

To

Call for quotation

Sub: Sale of shredded paper & Old news papers at STPI-Chennai – reg

Software Technology Parks of India (STPI), an autonomous society under, Govt. of India, Ministry of Electronics and Information Technology (MeitY), Govt. of India invites quotations towards “Sale of shredded paper & Old newspapers at STPI-Chennai” as per the scope of work given below:

Scope of work:-

Sale of shredded paper at STPI-Chennai:

S.No	Particulars	Rate Per Kg in Rs.	Approx. weight (Kgs)
1.	Shredded paper		225 **
2.	Old News paper		400 **

** The mentioned weight is approximate quantity only.

The terms and conditions for the quotation are as follows:

1. The validity of the quote must be for 30 days.
2. The rate and details of the taxes prevalent on the date of quotation should be clearly indicated in the quotation.
3. The prices quoted should be inclusive of transportation, removal of debris and insurance charges etc.,
4. Quotations should reach this office on or before 07.04.2025. Quotations should be free from correction/erasures. Corrections if any should be attested.

P. Y. Harmani



मुख्यालय: प्लेट-बी, पहली मंजिल, ऑफिस ब्लॉक-1, पूर्वी किदवाई नगर, नई दिल्ली-110 023, दूरभाष:(011)24628081, फैक्स:(011)20815076

Our H.Q. - Plate-B, 1st Floor, Office Block-I, East Kidwai Nagar, New Delhi – 110 023. Tel No: (011)24628081, Fax No.:(011)20815076

एसटीपीआई चेन्नै के अधीन उपकेन्द्र: कोयम्बतूर, त्रिची, मदुरै और पुदुचेरी Website: www.chennai.stpi.in


Sub Centres Under STP-Chennai at : Coimbatore, Trichy, Madurai & Pondicherry





5. Enclose copy of PAN card.
6. Enclose copy of GST Registration.
7. Delivery will be given only after payment of the full amount.
8. No Cheque / Cash will be accepted. Payment will be only in the form of Demand Draft / Bankers Cheque or through NEFT / RTGS payment.
9. Intimation will be given by this office and the job to be completed within 15 days from the date of intimation by this office. Bidder will leave storage place of the materials quite clear.
10. If the material has not been removed within 15 days, the contractor has to pay a ground rent of 0.5% of quoted rates in actual number of the kilo grams weighed for each day of delay up to one week.
11. Bidders are requested to submit the quotes as per enclosed format.

With regards,


P. Jayalakshmi
Senior Administrative Officer
(For Director)

FORMAT FOR THE QUOTATION

Name of the Vendor :
Address :
Telephone :
e-mail ID :

Sale of shredded paper at STPI-Chennai.

S.No	Particulars	Rate Per Kg.	Taxes in Rs.
1.	Shredded paper		
2.	Old Newspaper		

(Rupees _____ only)

- a) Bid Validity is 30 days : Yes / No
b) ENCLOSED, Copy of the PAN card : Yes / No
c) ENCLOSED, Copy of the GST Registration : Yes / No
d) Delivery will be taken only after payment of the full amount. : Yes / No
e) Site visit / inspection undertaken by the bidder : Yes / No
f) The work will be completed within 15 days from the date of sale order. : Yes / No
g) The prices quoted is inclusive of transportation, removal of debris and insurance etc. : Yes / No

Signature :
Designation :
Seal of the company :
Date :