



No. EFLU/SS/2026/56

Date: 12th February, 2026

NOTICE INVITING QUOTATIONS

The EFL University invites sealed quotations for disposal of following item.

S.No	Particulars	Approximate Qty
1.	Catalogue Cards	630 kgs

The vendors are required to quote price per Kg. They may visit the Ramesh Mohan Library before submitting their quotations on any working day from **13th February, 2026 to 5th March, 2026** during office hours from **10.30 am to 4.00pm**. The selection is based on the amount quoted for paper scrap and the order shall be given to the highest bidder (s).

Terms & Conditions

- The last date for submission of quotations is **5th March, 2026 by (4.00pm)**.
- Quotations must be valid for a period of 30days from the last date of submission of quotations.
- Sealed quotations should be addressed to the Registrar, The EFL University, Hyderabad – 500007 (with our enquiry number and date clearly marked on the cover below the address) by Registered Post or may be dropped in the tender box kept in the Stores Section of the University.
- The EMD will be collected from the vendors for a value of Rs. 5,000/-.
- Quotations received after the due date will not be considered.
- The selected bidder shall remit the total amount payable in the SBI, The EFL University branch on the campus and submit paid challan in office. He shall be given gate pass to lift the paper waste. He shall have to make his own arrangements for lifting the material within the stipulated time.
- The university reserves the right to cancel/ reject any / all tender (s) or accept any offer part thereof without giving any reasons. His decision in the matter will be final and binding on all the bidders.
- No disputes regarding the form, nature or Quality of the scrap shall be entertained.
- The selected bidder shall be required to lift all the items from the Ramesh Mohan Library to his premises within 10 days failing which the EMD will be forfeited.
- The scrap will be allowed to be lifted during the office hours only i.e.9:00am to 6:00pm.
- The labour, transport and other arrangements shall have to be made by the bidder at his/their risk, cost and responsibility.
- Every page of the quotation shall be signed and stamped by the authorized signatures, incomplete and unsigned quotations will not be honoured.

Sd/-
REGISTRAR I/c.

FORMAT
QUOTATION FOR DISPOSAL OF SCRAP
(To be given on company letter head)

To

Date:

The Registrar,
EFL University
Hyderabad

Sir,

With reference to your tender notice dated.....we here by submit our quote for bid as follows.

Sl. No.	DESCRIPTIONS	UNIT	RATE IN RUPEES
1.	Catalogue Cards	Per Kilogram	

Note: The above prices includes GST, Transport, Labour Charges etc... if any

Place:

Date:

Signature of the Bidder with seal