



भारतीय प्रबंध संस्थान कोषिकोड
INDIAN INSTITUTE OF MANAGEMENT KOZHIKODE
आईआईएमके परिसर डाकघर, कुन्नमंगलम/ IIMK Campus P O, Kunnamangalam
कोषिकोड/ Kozhikode - 673 570 (केरल/Kerala)

NOTICE INVITING QUOTATION

08-03(11)/2024-IIMK.Estate

04.08.2026

DISPOSAL OF BACK VOLUMES OF OLD NEWSPAPERS, MAGAZINES, USED CARTON BOXES, DISCARDED PRINTED NOTEBOOKS, USED MATTRESSES AND PILLOWS FROM IIMK CAMPUS

Sealed competitive quotations are invited for disposal of back volumes of old magazines, newspapers, used carton boxes, discarded printed notebooks, used mattresses and pillows from IIMK Campus. Sealed quotations along with an Earnest Money Deposit (EMD) of Rs. 3,000/- (Rupees Three Thousand only) shall be deposited in the box entitled 'General Administration Section' kept at Reception Counter in Administrative Building of Indian Institute of Management Kozhikode **on or before 31.08.2026 at 3.00 p.m.** The quotation shall also be sent by Post or Courier, addressed to the "Chief Administrative Officer, Indian Institute of Management Kozhikode, IIMK Campus (P.O), Kunnamangalam, Kozhikode-673570" super scribing 'Quotation for the disposal of old magazines, newspapers and used carton boxes from IIMK Campus'.

Terms and Conditions:

1. The rate per kg for old newspapers, magazines and used carton boxes, and discarded printed notebooks, as well as the rate per single piece for used mattresses and pillows, shall be quoted separately in figures and words in the Schedule attached as Annexure-A to this NIQ. **The disposal of each category of items shall be awarded separately to the vendor quoting the highest rate for that particular category. The Institute reserves the right to award one or more categories to different vendors based on the highest quoted rates for each category.**

2. The prospective vendors are advised to visit the Institute and inspect the items proposed for disposal before submitting their quotations, so as to assess the nature, condition, and approximate quantity of the materials to their full satisfaction. Submission of a quotation shall be deemed to indicate that the vendor has inspected the materials and is fully satisfied with their condition and quantity. No request for revision or alteration of the quoted rates, or any claim on account of variation in quantity, quality, or condition of the items, shall be entertained after the submission of the quotation.

3. The successful vendor(s) shall be required to remove the entire quantity of the items awarded under the respective category from the Institute premises. The vendor shall not leave behind or reject any item on the grounds of its condition, quality, or usability.
4. The right to take away the items shall be awarded to the highest bidder in each category.
5. Each items shall be weighed/counted in the presence of the Officers of IIMK.
6. The successful vendor/s shall make payment as per the weight/number of the items within five days of receipt of the work order and all the materials are to be removed from campus within three days of from date of payment.
7. All required safety precautions shall be followed while removing the items from the Campus.
8. Institute reserve the right to reject or accepts any of the quotations.
9. The quotations shall be opened on **31.08.2026 at 04.00 pm**.
10. The quotations shall be submitted with an EMD of ₹3,000/- (Rupees Three Thousand only) in the form of Demand Draft, drawn in favour of Indian Institute of Management Kozhikode. The EMD of unsuccessful vendors shall be returned after successful vendor accepts the offer. The EMD will not bear any interest.
11. If the successful vendor fails to remit the amount to the Institute/ shift the items from the campus within the specified time, the quotation awarded to him/her will be cancelled and EMD will be forfeited without any notice.

Sd/-

Aju John Varghese
Chief Administrative Officer
IIM Kozhikode

Annexure 'A' to
NIQ 08-03(11)/2024-IIMK.Estate
dated 04.08.2026

Schedule for the disposal of old newspapers, magazines and used carton boxes, discarded printed notebooks, used mattresses and pillows

Sl No	Description	Unit	Amount in Rs. (inclusive of GST)	
			in figures	in words
1	Old Newspapers	Rate per Kg		
2	Old Magazines	Rate per Kg		
3	Used Carton boxes	Rate per Kg		
4	Old Printed Notes	Rate per Kg		
5	Old Mattresses	Rate per single piece		
6	Old Pillows	Rate per single peice		

Place:

Signature of the vendor :

Date:

Name of the vendor :

Address & contact number :