



AUCTION NOTICE

Subject: Disposal of e-waste- Obsolete and Non-working IT Assets etc.

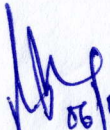
It is hereby notified for the information of General Public that the Obsolete and Non-working IT items (List enclosed in Annexure-III) of this office will be sold by public auction on 25 October 2024. The auction will be held in the premises of this office.

Schedule of Auction


Sl. No	Description of items	Details
1.	Date of publishing of Auction Notice on CPPP and Office Website	10 September 2024
2.	Date and Time for Inspection of items by bidders	12 September 2024 and 13 September 2024 (at office hours)
3.	Last Date for Submission of pre-qualification documents by interested bidders	27 September 2024
4.	Scrutiny of documents by Disposal Committee	01 October 2024
5.	Intimation to eligible bidders	04 October 2024
6.	Date of Auction	25 October 2024

1. Eligibility Criteria

- Must be registered as a Recycler/Re-processor/Dismantler of e-Waste with Central Pollution Control Board, Ministry of Environment and Forests, Government of India or with the State Pollution Control Board or State Governments dealing with e-waste etc. Bids received from non-registered Firms will be summarily rejected.
- Must not be Blacklisted by any Department of the Government of India or State Govt./ or by any PSU/ Autonomous Organisation of Government. An Undertaking regarding non-blacklisting of the Bidder by any Government Organization must be furnished by the Bidder in the tender document in the format given in Annexure - II. Bids without above undertaking will not be considered.
- Should have a valid GST registration with appropriate Ministry/Departments of the Govt. of India/State Govt.


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2. Inspection of Items

The inspection of the listed items can be done by the prospective Bidders or their representatives at IS&DA section, O/o the Accountant General (Audit), Beltola, Guwahati- 781029 between 14:00 hrs to 16:00 hrs during 12 September 2024 and 13 September 2024. Queries can be raised during the inspection period. No further queries shall be entertained after the above inspection.

3. Earnest Money Deposit (EMD)/Bid Security

The prospective Bidders are required to deposit ₹ 1,500/- (Rupees One thousand Five hundred only) in the form of Bank Draft/Pay Order drawn in favour of PAO, O/o Pr. Accountant General (A&E), Assam, Beltola, Guwahati-781029 as Earnest Money and the same has to be sent along with pre-qualification documents, so as to reach this office on or before 27 September 2024.

4. Minimum Reserve Price

The Minimum Reserve Price for the bid as declared by the committee nominated for the purpose shall serve as the opening bid price.

5. Procedure for Submission of pre-qualification documents

- a) The Bidders have to submit duly filled up Annexure-I, II, IV and EMD with self-attested copies of PAN, GST and CPCB issued registration for dismantler/re-processor/recycler in sealed envelopes superscripted "Pre-qualification documents for Disposal of e-waste" addressed to the Senior Deputy Accountant General (Admn.), O/o Accountant General (Audit), Assam, Beltola, Guwahati-781029. The same must be submitted either by hand or by post so as to reach on or before 27 September 2024.

Documents received after the closing date and time prescribed shall not be accepted under any circumstances.

- b) Pre-qualification documents of all the participants shall be scrutinised by the Disposal Committee following which the eligible participants alone shall be intimated by 04 October 2024 to participate in the auction.

6. Conduct of Auction

- a) The auction shall be conducted for the whole bulk of items listed in Annexure-III.
- b) The auction shall be conducted on 25 October 2024 at 11:00 hrs in the presence of eligible Bidders and Disposal Committee members.
- c) Auction will start from the Minimum Reserve Price and proceed with the next higher bids and ultimately be sold to the highest bidder.
- d) EMDs in respect of unsuccessful bidders shall be returned through due process.

7. Payment

The successful Bidder will be required to deposit 25% of entire quoted/ offered amount on the day of auction and balance amount within 2 (two) working days (after receipt of the acceptance letter) in the form of Bank Draft/ Pay Order drawn in favour of PAO, O/o the Pr. Accountant General (A&E), Assam, Beltola, Guwahati- 781029, failing which, the contract is liable to be cancelled.

8. Lifting of Disposed e-waste Obsolete/Non-working IT assets

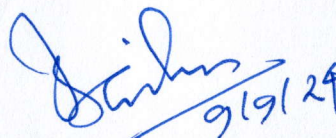
- a) The successful Bidder shall be required to lift all e-waste obsolete/ non-working IT Assets etc. from the designated place of auction, within two working days after depositing the full amount.
- b) In case, the successful bidder deposits the full amount within the stipulated period but fails to lift the articles in the scheduled time, this Office shall not take responsibility for safe custody of the articles.
- c) No damage shall be caused to the existing property of this Office or any other Offices in the premises while removing the materials from the site. Any loss/damage to the property of this Office or any other Offices in the premises or injury or personal accident suffered by any person due to negligence or action of the successful bidder or his authorized worker/supervisor will be borne by the successful Bidder and are liable to be indemnified.
- d) Goods/material will be removed under the supervision of designated Officer(s) of this Office. Materials will have to be removed within the time stipulated in the acceptance letter. No extension of time will be given under ordinary circumstances. However, extension of time may be granted provided convincing and satisfactory reasons for such delay is given in writing by the successful Bidder. Delay, beyond the stipulated time, may entail cancellation of the award/order.
- e) All the charges i.e loading, unloading and transportation to be incurred in course of lifting of items from the designated place shall be borne by the successful bidder.

9. Submission of Undertaking for Disposal of e-waste

The successful bidder shall submit an undertaking (Annexure-IV) that e-waste items out of obsolete/non-working IT assets etc. will be stored/processed/ disposed off as per Rule 11 of Chapter IV of e-waste (Management and Handling) Rules, 2022, as amended from time to time.

10. Other Terms and Conditions:

- a) In the event of failure of the successful bidder to lift the items in the stipulated time frame, legal action may also be initiated. Further, the bidder will be blacklisted for further business with this office and the contract will be awarded to next highest bidder to lift the item(s) at H1 rate(s).
- b) If a firm violates any of these terms & conditions, the firm shall be blacklisted and legal action may be initiated.


9/19/24

Senior Deputy Accountant General (Admn.)

ANNEXURE-I

Details of the Bidder/ Participant in the Auction of e-waste Obsolete/Non-working IT Assets etc.

Sl. No	DESCRIPTION	INFORMATION	
1.	Name of the Firm (Agency) Company		
2	Address of the Firm/ Agency/ Company (Enclose copy of address Proof)		
3	Contact Details of the Firm/ Agency	Telephone No.	
		Mobile No.	
		Fax No.	
		E-mail ID.	
4	Name of Proprietor/ Partners/ Directors of the Firm/Agency		
5	Other Details (Enclose Copy)	PAN No.	
		GST Registration No.	
		Registration Certificate No. Issued by Centre/ State	
		Pollution Control Board	

Date:

**Signature of Authorized Signatory with Stamp
(Name of the Person)**

ANNEXURE-II

Auction for Disposal of e-waste Obsolete/Non-working IT Assets etc.

UNDERTAKING

I/We _____ do hereby solemnly affirm and declare that the My/ Our Firm/ Company/ Business entity is not blacklisted by any Government Department/ Autonomous Organization etc. or prosecuted by any court of law.

Date:

Signature of Authorised Signatory with Stamp

(Name of the Person)

ANNEXURE-III

LIST OF OBSOLETE/NON-WORKING IT ASSETS FOR DISPOSAL

Item No.	Particulars of Stores		Quantity
	Item Name	Make	
[1]	[2]	[3]	[4]
1.	DESKTOP	HP	19
	(36 No. of Desktop)	HCL	07
		ZENITH	10
			36
2.	PRINTER	LEXMARK	12
	(14 No. of Printer)	HP	01
		CANON	01
			14
3.	UPS	APC	01
	(19 No. of UPS)	FONTECH	02
		CYBER POWER	01
		BETTER POWER	09
		ELNOVA	02
		HCL	01
		i-BALL	01
		SUPER COMP	02
			19
4.	LAPTOP	HCL	02
	(02 No. of Laptop)		02
5.	SCANNER	PORTRONICS (hand-held)	13
	(16 No. of Scanner)	HP 200 (flat bedded Scanjet)	02
		EPSON	01
			16
TOTAL NUMBER OF IT ASSETS			87

ANNEXURE-IV

Auction for Disposal of e-waste Obsolete/Non-working IT Assets

UNDERTAKING FOR DISPOSAL OF E-WASTE

I/We _____ do hereby solemnly affirm and declare that Obsolete/Non-working e-waste items listed in ANNEXURE- III will be stored/ processed/ disposed off as per Rule 11 of Chapter IV of e-waste (Management and Handling) Rules, 2022.

Dated:

Signature of Authorised Signatory with stamp

(Name of the Person)