

**Office of the  
Director General of Audit (Energy)  
New Delhi**

No.

Dated: .2022

**NOTICE INVITING TENDER  
FOR**

**“Disposal of obsolete/unserviceable e-waste/equipment/scraps and other items etc.”**

Director (Admn.) of **“Office of the Director General of Audit (Energy), New Delhi”, 5<sup>th</sup> to 7<sup>th</sup> & 10<sup>th</sup> Floor, Old CAG Building (Annexe), 10, Bahadur Shah Zafar Marg, New Delhi - 110002”** invites sealed tender from eligible domestic buyers/dealers (for disposal of obsolete/unserviceable e-waste/ equipment/scrap and other items etc.) conforming to the terms and conditions mentioned in the tender document.

**Last date of submission of tender is 16 Aug 2022 at 3:35:00 PM.**

**The Technical Bid will be opened on 17 Aug 2022 at 11:00 AM. The Financial Bid will be opened on 17 Aug 2021 at 11:30 PM at the address mentioned above.**

Bid security amount Rs. 5000 (Rs. Five thousand only) will be deposited in the shape of DD/Banker’s Cheque of any Nationalized Bank favoring **“Pay and Accounts Officer, Principal Accountant General (Audit), New Delhi”** payable at New Delhi.

**Director/Admn.**

To,

1. Notice Board
2. Website

**The Bidding document includes the following:**

Invitation of Bids	Section I
Eligibility criteria	Section II
Instructions to the Bidders	Section III
Conditions to the bidders	Section IV:
Technical Bid	Annexure-1
Financial bid	Annexure -II
Bank Details for NEFT/RTGS Payment	Annexure -III
'Non-Disclosure agreement'	Annexure -IV

## Section-I — Invitation of Bids

1. Proposal for Tender Enquiry:

- (a) The **Office of the Director General of Audit (Energy), New Delhi** invites tenders for disposal of obsolete/unserviceable e-waste/equipment/ scrap and other items etc. from the likely dealers/buyers.
- b) Intending eligible bidders may download the Tender documents/details from the "Central Public Procurement Portal (CPPP)" website <https://eprocure.gov.in/epublish/app>. The bids complete in all respect duly sealed and addressed to Director (Admin) '**Office of the Director General of Audit (Energy), New Delhi**', 5<sup>th</sup> to 7<sup>th</sup> & 10<sup>th</sup> Floor, Old CAG Building (Annexe), 10, Bahadur Shah Zafar Marg, New Delhi -110002' should reach not later than **01 Aug 2022 at 5:00 PM**
- c) EMD should be submitted in this office in the form of original Demand Draft/ Banker's Cheque at any nationalized bank not later than **16 Aug 2022 at 5:00 PM**.
- d) The bidders, who claim the exemption for EMD should submit a hard copy of the same in this office in physical mode not later than **16 Aug 2022 at 5:00 PM**.
- e) Bidders shall not tamper/modify the tender form in any manner and provide all requisite information in prescribed formats.
- f) Bidders are advised to follow the instructions provided in the 'Instructions to the bidders' at tender documents.

2. Schedule of the proposal:

Sl. No.	Particulars	Description
1	Tender Reference	DGA(Energy)/EDP/Disposal of obsolete/unserviceable e-waste/equipment/ scrap and other items/2022-23
2	Tender inviting authority	The Director (Admn), Office of the Director General of Audit (Energy), New Delhi', 5th to 7th & 10th Floor, Old CAG Building (Annexe), 10, Bahadur Shah Zafar Marg, New Delhi -110002
3	Name of tender	'Disposal of obsolete/unserviceable e-waste/equipment/scrap and other items etc.'
4	Earnest Money Deposit (EMD)	Rs. 5000/- in form of DD/Banker's cheque of any Nationalized Bank favoring "Pay and Accounts Officer, Principal Accountant General (Audit) New Delhi" payable at New Delhi
5	Date of publication of Tender enquiry	19 July 2022 1200 Hrs
6	Bid document download start date	19 July 2022 1200 Hrs
7	Start date for seeking clarifications	20 July 2022 1200 Hrs
8	Last date for seeking clarifications	23 July 2022 1500 Hrs
9	Date of Physical inspection	26 July 2022 to 27 July 2022 (between 10.00

	of the goods	am to 01.00 pm with prior intimation) at Office of the Director General of Audit (Energy), New Delhi', 7th Floor, Old CAG Building (Annexe), 10, Bahadur Shah Zafar Marg, New Delhi -110002
10	Start date for submission of bid	28 July 2022
11	Last date and time for submission of bids	16 Aug 2022 (5:00 PM)
12	Date of opening of technical bid	17 Aug 2022 (11:00 AM)
13	Date of opening of financial bids	17 Aug 2022 (11:30 AM)
14	Address of communication	Office of the Director General of Audit (Energy), New Delhi 5 <sup>th</sup> to 7 <sup>th</sup> & 10 <sup>th</sup> Floor, Old CAG Building (Annexe), 10, Bahadur Shah Zafar Marg, New Delhi -110002
15	E-mail ID	admin.del.energy@cag.gov.in
16	Contact person	Shri Raman Yadav, Assistant Audit Officer (Phone: 9416609778)

Note: No bid shall be accepted after the due date and time given in the above schedule for any reasons whatsoever may be.

## Section II — 'Eligibility Criteria'

1. **The bidder(s) should fulfil the following eligibility criteria:**
  - a) The bidder must be registered under appropriate authorities i.e., GST/PAN/Income Tax etc.
  - b) The bidder should be listed in the Central/State pollution control board list of entrepreneurs for disposal of e-waste.
    - c) Bank details for NEFT/RTGS payment alongwith copy of cancelled blank cheque in format *Annexure-III* (enclosed), in case of refund, if any, shall be provided alongwith bid documents.
2. Non-disclosure agreement in format *Annexure-IV* (enclosed).
3. **Process for tendering:**
  - a) Bids shall be submitted physically or by post at '**Office of the Director General of Audit (Energy), New Delhi' 5<sup>th</sup> to 7<sup>th</sup> & 10<sup>th</sup> Floor, Old CAG Building (Annexe), 10, Bahadur Shah Zafar Marg, New Delhi -110002** in two bid system (Technical and financial bid) duly signed by the authorized representative of the bidders.
  - b) The last date for submission of bid documents is up to **05.00 PM on 16 Aug 2022**.
4. **Submission of proof of Eligibility.**

The bidder should submit the copies of following documents in the Technical Bid envelope.

  - a) Proof of submission of EMD worth Rs. 5000/- in form of DD/Banker's Cheque. The bid received without EMD will be summarily rejected.
  - b) Proof of registration of the bidder with the central/State pollution control board or any other authorized government authorities for disposal of e-waste. The bids without proof of registration will be rejected.
  - c) In case, the bidder claims exemption for payment of EMD, relevant and valid proofs for claiming exemption, otherwise bid will be rejected.
  - d) Copies of GST registration certificate and PAN Card/ Income Tax.
  - e) Bank details for NEFT/RTGS payment alongwith the copy of cancelled bank cheque as specified in format (*Annexure-III*).
  - f) Non-disclosure agreement as per format in *Annexure-IV* duly filled and signed by the bidder affixing office seal.
  - g) Signed copy of complete set of bid document including blank page prescribed for financial bid, if any.
  - h) Any other disclosure/related documents.
5. (a) Content of Technical bid

The content of technical bid is attached as *Annexure-I*.

(b) Contents of Financial bid

The financial bid shall contain the financial details of tender as per format (*Annexure-II*)

### **Section-III: Instructions to the Bidders**

#### **1. Preparation of bids:**

- a) The bids and all accompanying documents should be legible for reading. If the documents submitted by the bidders are not legible/readable, their bid will not be considered and stands rejected.
- b) The Technical bid Proforma (placed at *Annexure- I*) must be duly filled and signed by authorized person and should be sealed in an Envelope along with the documents specified in “Eligibility Criteria”. The envelope is to be super-scribed as “Technical Bid for Disposal of obsolete/unserviceable e waste/equipment/scrap and other items etc”. Similarly, the Financial Bid Proforma (placed at *Annexure-II*) duly filled and signed by authorized person should be sealed in another Envelope which is super-scribed as “Financial Bid for Disposal of obsolete/unserviceable e waste/equipment/scrap and other items etc”. Thereafter both of these envelopes should be sealed in a separate envelope to super-scribed as “Bids for Disposal of obsolete/unserviceable e-waste/equipment/scrap and other items etc”

#### **2. Submission of bids:**

- a) Bidders shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Any deviations or non-submission of required documents may lead to rejection of the bid.
- b) The bids complete in all respect duly sealed and addressed to Director (Admin) ‘**Office of the Director General of Audit (Energy), New Delhi’ 5<sup>th</sup> to 7<sup>th</sup> & 10<sup>th</sup> Floor, Old CAG Building (Annexe), 10, Bahadur Shah Zafar Marg, New Delhi -110002** should reach/ be submitted not later than **1 Aug 2022 at 1700 hrs.**

#### **3. Evaluation of Bids:**

- a) Technical Bids will be opened by a committee constituted by the competent authority of this office on **17 August 2022 at 11:00 AM**. Authorized representatives of the bidders can also attend technical bid opening. However, they will have to bring appropriate authority letter along with them. In case no bidder/authorized representative reports for the bid opening within 10 minutes of the scheduled bid opening time, the bid shall be opened summarily after that.
- b) Financial bids of only those bidders who qualify the technical specifications will be opened. The financial bids will be opened on **17 Aug 2022 at 11:30 AM**. Authorized representatives of the bidders can also attend financial bid opening. However, they will have to bring appropriate authority letter along with them. In case no bidder/authorized representative reports for the bid opening within 10 minutes of the scheduled bid opening time, the bid shall be opened summarily after that.

#### **4. Clarification of bids:**

- a) During evaluation of bids, the competent authority may at its discretion ask the bidder for clarification, if any, of its bid. The request for clarification and response shall be in writing.

- b) If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected at this end accordingly. If there is a discrepancy between words and figures, the amount in words shall prevail. If the tenderer does not accept the correction of the error, his/her bid shall be rejected.
  - c) The evaluation and comparison of responsive bids shall be done on the basis of consolidated lump sum price offered for purchase by the bidder in the Price Schedule of the Financial Bid document (*Annexure-II*).
  - d) The competent authority of this office may waive any minor non-conformity or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder.
  - e) The competent authority may seek original certificate of registration of bidders with central/state pollution control board or any other authorized government authorities for disposal of e-waste.
5. **Site visit or items check-up:**
- a) Bidders are advised to inspect, examine the items at site and satisfy themselves before submitting their tenders. A tenderer shall be deemed to have full knowledge of the disposable item whether he/she inspects it or not and no extra charges consequent on misunderstanding or otherwise shall be allowed. For inspection, bidders may contact Shri Raman Yadav, Assistant Audit Officer.
  - b) The inspection for goods should be carried out in presence of authorized staff from this office only.
  - c) Bidders or his authorized agents with valid identity proof shall at all-time be accompanied by authorized personnel from this office when undertaking site visit at Office of the Director General of Audit (Energy), New Delhi', 7th Floor, Old CAG Building (Annex), 10, Bahadur Shah Zafar Marg, New Delhi -110002 on **26 & 27 July 2022** between 10:00 am to 1.00 pm under prior intimation to this office.
6. **Earnest Money Deposit:**
- a) The bidders are required to deposit Security/Earnest Money Deposit of Rs. 5000/- (Rupee five Thousand only) in form of Demand Draft/Banker's cheque in favors of **Pay & Accounts Officer, O/o Principal Accountant General (Audit), New Delhi.**
  - b) The original documents of EMD, in an envelope, should be submitted in this office with Senior Audit Officer (Admin), '**Office of the Director General of Audit (Energy), New Delhi' 5<sup>th</sup> to 7<sup>th</sup> & 10<sup>th</sup> Floor, Old CAG Building (Annexe), 10, Bahadur Shah Zafar Marg, New Delhi -110002** before bid submission deadline given in Section-I.
7. **Refund/Retention of EMD:**
- a) The EMD, without any interest accrued or as such will be refunded to the unsuccessful bidder within one-month period after the date of opening of financial bid.
  - b) EMD of successful bidder will be adjustable within total offered cost.

8. **Forfeiture of EMD:**

- a) In case, where a bidder withdraws its bid during the period of Bid validity specified by the bidder on the bid document
- b) In case, successful bidder fails to sign the contract or breach any of conditions of the contract.

9. **Contacting the Tendering Authority:**

- a) No bidder shall contact this office on any matter relating to its bid, from time of opening of bids to the time the contract is awarded. For any additional information, the competent authority reserves the right as whether such additional information should be considered or otherwise.
- b) Any efforts by a Bidder to influence this office in its decision on bid evaluation, bid comparison or contract award may result in disqualification of the Bidder's bid and forfeiture of its EMD.

10. **Period of validity of bids:**

Bids shall be valid for **60 days** after bid opening date. A bid valid for a shorter period shall be rejected as non-responsive. In exceptional circumstances, the Tendering Authority may solicit the Bidders consent to an extension of the period of validity. Such request and response thereto shall be made in writing.

11. **Right to accept or reject any or all bids:**

- a) This office reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract without assigning any reason whatsoever may be and without thereby incurring any liability to the bidder (s).
- b) Any deviation/irrelevant specifications in this tender will not be accepted. Final decision for accepting or rejecting any/all bid (s) will be at absolute discretion of competent authority of this office and binding on the bidders.

12. **Award of contract:**

- a) Finalisation of the tender will be done based on recommendation by the appropriate level committee constituted by competent authority for the purpose.
- b) Award of contract shall be considered on the bidder whose offer has been found technically and financially acceptable.

13. **Annulment of Award:**

- a) This office reserves the right to terminate the contract in case of violation of terms & conditions or non-fulfilment of the essential requirement.
- b) This office reserves the right to cancel the contract without assigning any reason whatsoever may be, at any stage.
- c) This office reserves the right to disqualify the contractor for a suitable period who failed to honour the contract. This office also reserves the right to blacklist a bidder for suitable period in case he/she fails to honour his/her bid without sufficient and reasonable grounds.



## Section-IV: 'Conditions to the bidders'

### 1. **Definitions:**

In this contract, the following terms shall be interpreted as indicated:

- a) "Tendering Authority" means **the Director (Admn.), 'Office of the Director General of Audit (Energy), New Delhi' 5<sup>th</sup> to 7<sup>th</sup> & 10<sup>th</sup> Floor, Old CAG Building (Annexe), 10, Bahadur Shah Zafar Marg, New Delhi -110002**
- b) "Bidder" means any vendor that is participating in the tender process.
- c) "Price" means the total cost payable by the successful bidder in full as value of disposal of obsolete/unserviceable e-waste/equipment/scrap and other items etc. .
- d) "Contract" means the written agreement held between both parties.
- e) "Contractor" is the successful bidder to whom the contract will be awarded.

### 2. **General Conditions:**

- a) The proposed disposal of obsolete/unserviceable e-waste/equipment/scrap and other items etc. is sold on **AS IS WHERE IS and AS WHAT IS** basis. The disposal of obsolete/unserviceable e-waste/equipment/scrap and other items etc. is strictly on the understanding that bidder had inspected the items. No complaint/claim will be entertained in this regard.
- b) Bid acceptance will rest with the competent authority of this office and sale order will be issued to the technically and financially successful bidder.

### 3. **Payment details:**

- a) Payment should be made only by the way of Demand Draft/Banker's cheque.
- b) The payment of total sale value after adjusting the EMD shall be made in favors of **Pay & Accounts Officer, O/o Principal Accountant General (Audit), New Delhi** through DD/Banker's cheque within 7 days from the issue of acceptance letter/sale order.
- c) Delivery will be allowed only after payment of full amount.

### 4. **Delivery details:**

- a) Delivery of items has to be taken within 3 days from the date of final payment after giving a certificate that the e-waste will be disposed of as per norms issued by Ministry of Environment and Forest in this regard.
- b) Bidder shall obtain confirmation well in advance before taking delivery and can contact at Phone Nos: 9416609778 for the purpose.

### 5. **Delay in taking delivery:**

- a) If the bidder/contractor is not able to carry the obsolete/unserviceable e-waste/equipment/scrap and other items etc. within the delivery period as stated above, he/she may request for an extension. However, acceptance of such request will be on sole discretion of the competent authority of this office and binding on the bidder/contractor.
- b) If the obsolete/unserviceable e-waste/equipment/scrap and other items etc. is not removed even within the extended period, if agreed to, the advance amount and total sale amount

paid will be forfeited and order will be cancelled. Decision of the competent authority of this office shall be final in this regard and binding on the contractor.

- c) The obsolete/unserviceable e-waste/equipment/scrap and other items etc. shall be removed by the contractor or its duly authorised agent in presence of authorised official (s) from this office.
- d) The bidder/contractor shall arrange his own person/labour and logistics for carrying the obsolete/unserviceable e waste/equipment/scrap and other items etc. from the site.
- e) The contractor shall comply with all safety measures and indemnify this office against any liability for compensation due to injury to his own labour/person (s) or to other persons inside the office premises or outside while taking out the obsolete/unserviceable e waste/equipment/scrap and other items etc. under the contract and for any losses or damages to the building/structure/property of this office due to any fault or negligence or wilful acts, omission or any other reasons whatsoever.
- f) Any attempt to influence the decision will make the bidder unqualified. The bidders, who are in relation with any of staff of this office in any capacity, are not eligible to participate in the tender process.

**6. Decision taken:**

The decision taken by the competent authority of this office in the process of the tender process will be full and final and binding on the bidders.

**7. Legal jurisdiction:**

All legal disputes are subject to jurisdiction of Delhi courts only.

**Technical Bid**

**Name & Address of the Bidder:**

**Contact No.:**

Sl. No.		
1	Whether the bidder is registered for handling the E-waste with Central/State Pollutions Control Board of any state.	Yes/ No
2	If answer of Sl No. is YES, Name of Central/State Pollutions Control Board at which registered?	
3	Registration Number given by Central/State Pollutions Control Board	
4.	Photocopy for proof of Registration Number given by Central/State Pollutions Control Board	Attached/ Not Attached
4.	Date of Registration	
5	Expiry of Registration	
6.	Whether Demand Draft/ Banker's Cheque for EMD has been attached herewith.	Attached/ Not Attached
7.	If exemption claimed for EMD	Relevant Documents for exemption attached/ not attached
7	GST registration certificate and PAN Card	Photocopy attached/ Not attached

I/We, the undersigned certify that all the above-mentioned information is correct.

Signature of authorised person

Name: Designation: Company Seal:

Date:

Place:

**Note: All documentary proofs of the information given above are to be attached herewith. Technical bids without documentary proof are liable to be rejected.**

**Financial Bid:****Name & Address of the Bidder:****Contact No.:**

Rates shall include cost of transportation, taxes, and other overheads:

- a) This template must not be modified/replaced by the bidder and the same should be submitted after filling the relevant column, else the bidder is liable to be rejected for the tender. Bidder are allowed to enter the bidder Name and Value only

Sr. No.	Items' description	Qty	Make	Description of the items	Assessed unit price (Rs)	Offered unit price (to be entered by the bidder)	Total amount (to be entered by the bidder)
-1	-2	-3	-4	-5	-6	-7	-8
1	Desktop	1	IBM	256 MB RAM, 80 GB Hard disk			
2	Desktop	1	Acer 7500G	2 GB RAM, 160 GB Hard disk			
3	Desktop	1	HP	1 GB RAM, 80 GB Hard disk			
4	Desktop	1	HP	1 GB RAM, 80 GB Hard disk			
5	Desktop	1	HCL	1 GB RAM, 160 GB Hard disk			
6	Desktop	1	HCL	2 GB RAM, 160 GB Hard disk			
7	Desktop	1	Zenith	1 GB RAM, 160 GB Hard disk			
8	Desktop	1	Zenith	1 GB RAM, 160 GB Hard disk			
9	Desktop	1	Zenith	1 GB RAM, 160 GB Hard disk			
10	Desktop	1	Zenith	1GB RAM, 160 GB Hard disk			
11	Desktop	1	Zenith	1 GB RAM, 160 GB Hard disk			
12	Desktop	1	Zenith	1 GB RAM, 160 GB Hard disk			
13	Desktop	1	Dell	2 GB RAM, 320 GB Hard disk			
14	Desktop	1	HCL	2 GB RAM, 320 GB Hard disk			
15	Desktop	1	HCL	2 GB RAM, 320 GB Hard disk			
16	Desktop	1	HCL	2 GB RAM, 320 GB Hard disk			
17	Desktop	1	HP	2 GB RAM, 500 GB Hard disk			
18	Desktop	1	HP	2 GB RAM, 500 GB Hard disk			
19	Server	1	HCL				
20	Desktop	1	Zenith	1 GB RAM, 160 GB Hard disk			
21	Desktop	1	Zenith	1 GB RAM, 160 GB Hard disk			
22	Desktop	1	Zenith	1 GB RAM, 160 GB Hard disk			
23	Desktop	1	Zenith	1 GB RAM, 250 GB Hard disk			
24	Desktop	1	Zenith	1 GB RAM, 250 GB Hard disk			
25	Desktop	1	Zenith	1 GB RAM, 250 GB Hard disk			
26	Desktop	1	HP	2 GB RAM, 500 GB Hard disk			
27	Desktop	1	Zenith	1 GB RAM, 250 GB Hard disk			
28	Desktop	1	HP	2 GB RAM, 500 GB Hard disk			
29	Desktop	1	HP	2 GB RAM, 500 GB Hard disk			
30	Laptop	1	HP	4 GB RAM, 700 GB Hard disk			

31	Laptop	1	HP 430	4 GB RAM, 320 GB Hard disk			
32	Laptop	1	HP 430	4 GB RAM, 320 GB Hard disk			
33	Laptop	1	HP 430	4 GB RAM, 320 GB Hard disk			
34	Laptop	1	HP 430	4 GB RAM, 320 GB Hard disk			
35	Laptop	1	HP	4 GB RAM, 320 GB Hard disk			
36	Laptop	1	Acer	4 GB RAM, 500 GB Hard disk			
37	Laptop	1	HP	4 GB RAM, 1 TB Hard disk			
38	Laptop	1	Acer	4 GB RAM, 500 GB Hard disk			
39	Laptop	1	HP 430	4 GB RAM, 320 GB Hard disk			
40	Laptop	1	HP 430	4 GB RAM, 320 GB Hard disk			
41	Laptop	1	HP 430	4 GB RAM, 320 GB Hard disk			
42	Laptop	1	HP	4 GB RAM, 700 GB Hard disk			
43	Printer	1	HP	Deskjet 5652			
44	Printer	1	HP	Officejet 4500 AIO			
45	Printer	1	HP	Officejet 4500 AIO			
46	Printer	1	HP	Officejet 4500 AIO			
47	Printer	1	HP	Laserjet 1005			
48	Printer	1	HP	Laserjet 1007			
49	Printer	1	HP	Laserjet 1007			
50	Printer	1	HP	CP-1525N			
51	Printer	1	HP	Laserjet 1007			
52	Printer	1	XEROX	Laserjet 6500			
53	Printer	1	HP	Laserjet 1108			
54	Scanner	1	HP	G2410			
55	Scanner	1	HP	G2410			
56	Scanner	1	HP	G2410			
57	Scanner	1	HP	G2410			
58	Scanner	1	HP	Scanjet 200			
59	Scanner	1	HP	Scanjet 200			
60	Scanner	1	HP	Scanjet 200			
61	UPS	1	Liminous	625VA			
62	UPS	1	I-Ball	621VA			
63	UPS	1	I-Ball	621VA			
64	UPS	1	I-Ball	621VA			
65	UPS	1	I-Ball	625VA			
66	UPS	1	Microtek	600VA			
67	UPS	1	I-Ball	625VA			
68	UPS	1	I-Ball	625VA			
69	UPS	1	I-Ball	625VA			
70	UPS	1	I-Ball	625VA			
71	UPS	1	I-Ball	625VA			
72	UPS	1	I-Ball	621VA			
73	UPS	1	I-Ball	621VA			
74	UPS	1	I-Ball	621VA			
75	UPS	1	I-Ball	621VA			

76	UPS	1	I-Ball	621VA			
77	UPS	1	I-Ball	621VA			
78	UPS	1	I-Ball	621VA			
79	UPS	1	I-Ball	621VA			
80	UPS	1	I-Ball	621VA			
81	UPS	1	I-Ball	621VA			
82	UPS	1	I-Ball	621VA			
83	UPS	1	I-Ball	621VA			
84	UPS	1	I-Ball	621VA			
85	UPS	1	I-Ball	621VA			
86	UPS	1	I-Ball	621VA			
87	UPS	1	I-Ball	621VA			
88	UPS	1	Luminous	600VA			
89	UPS	1	Microtek	800VA			
90	UPS	1	Luminous	800VA			
91	UPS	1	Luminous	600VA			
92	UPS	1	Luminous	600VA			
93	UPS	1	Microtek	600VA			
94	UPS	1	Luminous	600VA			
95	UPS	1	Microtek	800VA			
96	UPS	1	Microtek	600VA			
97	UPS	1	Microtek	600VA			
98	UPS	1	Microtek	600VA			
99	UPS	1	Microtek	600VA			
100	UPS	1	Luminous	600VA			
101	UPS	1	Luminous	600VA			
102	UPS	1	Microtek	600VA			
103	UPS	1	Luminous	600VA			
104	UPS	1	Luminous	600VA			
105	UPS	1	Luminous	600VA			
106	UPS	1	Luminous	600VA			
107	UPS	1	Microtek	600VA			
108	UPS	1	Luminous	600VA			
109	UPS	1	Luminous	600VA			
110	UPS	1	Microtek	600VA			
111	UPS	1	Luminous	600VA			
112	UPS	1	Luminous	600VA			
113	UPS	1	Luminous	600VA			
114	UPS	1	Luminous	600VA			
115	UPS	1	Luminous	600VA			
116	UPS	1	Luminous	600VA			
117	UPS	1	Luminous	600VA			
118	UPS	1	Luminous	600VA			
119	UPS	1	Luminous	600VA			
120	UPS	1	I-Ball	625VA			

121	UPS	1	I-Ball	621VA			
122	UPS	1	Intext	725VA			
123	UPS	1	Intext	725VA			
124	Toner-12A	15	HP	12A			
125	Toner-88A	20	HP	88A			
126	Toner-2280	10	BROTHER	2280			
127	Toner-2365	8	BROTHER	2365			
128	Toner-261BK	4	BROTHER	261BK			
129	Toner-261CY	4	BROTHER	261CY			
130	Toner-261M	3	BROTHER	261M			
131	Toner-261Y	3	BROTHER	261Y			
132	Toner-267BK	2	BROTHER	267BK			
133	NPG56	3	CANON	NPG56			
134	NPG73	2	CANON	NPG73			
135	Toner-111S	2	SAMSUNG	111S			
136	Toner-1168	2	KYOCERA	1168			
137	Toner-1178	2	KYOCERA	1178			
138	Toner-35A	4	HP	35A			

**Total quoted price:**

In numbers: \_\_\_\_\_

In Words: \_\_\_\_\_

Signature of authorised person

Name: Designation: Company Seal:

Date:

Place:

**Bank Details for NEFT/RTGS Payment**

	Particulars	Description
1.	Name of Bank	
2.	Branch Name	
3.	Account type	
4.	Account No.	
5.	Name of Account holder (s)	
6.	IFSC Code	
7.	Whether Cancelled Cheque attached	Yes/ No

The bidder is requested to enclose copies of bank cancelled cheque for verification of details.

Signature of authorised person

Name:

Designation: Company Seal:

Date:

Place:

**This proforma is to be attached in the technical bid after duly filled.**



**'Non-Disclosure agreement'**

Tender Inviting Authority	Bidder/Contractor
<b>The Director (Admn.), 'Office of the Director General of Audit (Energy), New Delhi' 5<sup>th</sup> to 7<sup>th</sup> &amp; 10<sup>th</sup> Floor, Old CAG Building (Annexe), 10, Bahadur Shah Zafar Marg, New Delhi -110002</b>  Phone: 9971234666	

1. I/We, the undersigned certify that I/We have gone through the requirements and terms & conditions of the tender enquiry and undertake to comply with the same.
2. The rates quoted are final and binding upon us.
3. I/We give the rights to the competent authority of office of the Comptroller and Auditor General of India to take appropriate action as deems fit in case, contravention of any of directions or terms & conditions of the tender enquiry is observed against the firm or its representative (s) at any stage.
4. I/We hereby agree and undertake to maintain such information as confidential and undertake not to use any of part or the whole of such information, directly or indirectly learnt at location for any other purpose other than executing the scope of work for disposal of obsolete/unserviceable e-waste/equipment/scrap and other items etc.

Signature of authorised person

Name:

Designation:

Company Seal:

Date:

Place:

**This proforma is to be attached in the technical bid after duly filled.**