

**कार्यालय महानिदेशक लेखापरीक्षा (केंद्रीय), अहमदाबाद**  
**चतुर्थ तल, लेखापरीक्षा भवन, नवरंगपुरा**  
**निविदा सूचना**

इलेक्ट्रॉनिक अपशिष्ट (E-waste) - (IT hardware and peripherals) (अनुलग्नक के अनुसार) निराकरण के लिए प्रतिष्ठित संगठनों से सीलबंद निविदायें आमंत्रित की जाती हैं, निविदा संबंधी कागजात कार्यालय वेबसाइट <https://cag.gov.in/cen/ahmedabad/en> से डाउनलोड किये जा सकते हैं या इस कार्यालय के “आई.टी.एम.जी.” अनुभाग से व्यक्तिगत रूप से कार्यदिवसों में दि: 28-10-2024 से 11-11-2024 तक 10 AM से 5 PM के दौरान प्राप्त किये जा सकते हैं।

सीलबंद लिफाफे के ऊपर “**Quotation for e-waste (IT hardware and peripherals) disposal**” लिखा होना चाहिए।

निविदा को दिनांक 12-11-2024 अपराह्न 03.00 बजे तक कार्यालय महानिदेशक लेखापरीक्षा (केंद्रीय) अहमदाबाद, लेखापरीक्षा भवन, नवरंगपुरा, अहमदाबाद – 380009, में चतुर्थ तल पर निदेशक/प्रशासन के कक्ष के बाहर निविदा बॉक्स में जमा किया जा सकता है। अधिक सूचना हेतु सहायक लेखापरीक्षा अधिकारी (आईटीएमजी अनुभाग) को दूरभाष स. 079-26473807 पर संपर्क किया जा सकता है।

हस्ता/-  
व. लेखापरीक्षा अधिकारी / आई.टी.एम.जी अनुभाग  
कार्यालय महानिदेशक लेखापरीक्षा (केंद्रीय),  
अहमदाबाद

.....  
**OFFICE OF THE DIRECTOR GENERAL OF AUDIT (CENTRAL), AHMEDABAD**

**TENDER NOTICE**

Sealed tenders are invited from reputed firms for **Disposal of e-waste (IT hardware and peripherals)** as listed in the annexure. Bidding documents can either be downloaded from our website <https://cag.gov.in/cen/ahmedabad/en> or can be collected personally from the ITMG Section of this office from Date 28-10-2024 to 11-11-2024 between 10:00 AM to 5:00 PM on all working days.

“**Quotation for e-waste (IT hardware and peripherals) disposal**” should be superscripted on the sealed envelope.

Tenders may be dropped in the tender box kept outside room of Director/ Admin, 4<sup>th</sup> floor, O/o THE DIRECTOR GENERAL OF AUDIT (CENTRAL), AHMEDABAD – 380009 till 03:00 PM on 12-11-2024. Any further information may be obtained by contacting Asst. Audit Officer (ITMG Section) telephone number 079-26473807.

Sd/-  
Sr. Audit Officer (ITMG)  
O/o THE DIRECTOR GENERAL OF AUDIT (CENTRAL),  
Gujarat, Ahmedabad 380009

**To**

**All Vendors**

**Subject: Tender for disposal of unserviceable/obsolete E-waste (IT equipment, consumables & Electronic Items) through limited tender.**

**Madam/Sir,**

Bids are invited through Limited Tender from the eligible vendors for Disposal of unserviceable/obsolete E-Waste (IT equipment) laying in O/o DGA (C), Ahmedabad on "AS IS WHERE IS" basis. These Lots include equipment such as CPU, Monitor, Laptop, Printer, Scanner etc. Bids will be opened on the day 12-11-2024.

Terms & conditions of the tender are listed in Annexure-I (enclosed). A copy of this Tender enquiry is available on this office website <https://cag.gov.in/cen/ahmedabad/en>

**Yours Truly,**

**Sd/-  
(Dhiraj Kumar)  
Sr. AO (ITMG Section)**

**'Annexure-I**  
**(Terms & conditions)**

1. This office does not bind itself to accept the Highest bid and reserves the right to reject any or all the tenders received without assigning any reason whatsoever. Inadequate or incomplete bid in any respect or not fulfilling the prescribed conditions are liable to be rejected. Canvassing in any form by the tenderer/vendor will result in rejection of their tenders.
2. Bidders should be registered with the Central Pollution Control Board/ Gujarat State Pollution Control Board for disposal of E- waste.
3. The bidders shall enclose a copy of the final certificate issued by any of the above-mentioned Pollution Control Boards to operate as Registered Recycler/Re-processor/Disposer of E-waste. The bids shall remain valid for 60 days after the date of bid opening. If any bidder withdraws his bid before the said period, the office shall be at liberty to forfeit the Bid Security absolutely.
4. Interested bidders should physically inspect the stores between 11 am to 4 pm on any working day up to Date **11-11-2024** with the permission of undersigned and submit their quotations through the advertised tender.
5. The tenderer/firm must be registered with GST Department for subject services. Copies of such certification-mentioning registration number etc. shall be furnished along with a quotation.
6. The bidders/firms must submit the copy of PAN along with bid document.
7. An "Earnest Money Deposit (EMD)" to the tune of Rs.5000/- (Rupees five thousand only) in the form of crossed Demand Draft drawn in favor of "PAO (IAD) Gujarat, Ahmedabad shall be submitted (MSME firms are exempted from submitting the EMD).
8. This bid will be processed on an "As is where is" Basis ". The contractor shall indemnify this office against any liability for compensation due to injury to his own workmen/engineer or to other persons inside the office premises while executing the contract and for any damage to the property.
9. This office reserves the right to reject the tender in full or part thereof without assigning any reasons.

10. The contract shall be interpreted in accordance with the laws of Union of India. Any disputes shall be within the jurisdiction of Ahmedabad.

**11. Minimum Reserve Price for the bid shall be Rs. 47,050/-.**

12. The successful bidder will be required to deposit the total bid/quoted amount in Lump Sum by means of Demand Draft/Pay Order/Banker's Cheque in favor of "PAO (IAD) Gujarat, Ahmedabad " within 07 working days from the date of award of contract and the items will be lifted within 07 days of the receipt of confirmed work order by the firm. Failure to do so shall result in forfeiting of EMD. The EMD shall be released after the completion of the bidding process. If the successful bidder fails to deposit the quoted amount within the stipulated date, the EMD of the H1 firm will be forfeited. The collection of materials will be done by the contractor on any working day as specified between **10AM to 4PM**. The contractor will have to inform us at least two (02) working days in advance of the intended date for collecting the materials. The contractor will be required to bring his own vehicle for collecting the materials and will employ his own labor, bags and other items as required for packing and collecting the materials. No assistance will be rendered in this regard by this office. The contractor will be responsible for cleaning the area from where the obsolete materials are collected. The collection of obsolete materials will be allowed from the designated places only and after issuance of necessary security/gate pass.

13. Vendors should ensure that all e-waste is disposed/reused as per latest government guidelines. Vendors should submit disclaimers related to this with their proposal.

14. Each page of the tender documents must be stamped and signed by the person or persons submitting the Tender in token of his/their having acquainted himself/themselves and accepted the entire e-tender documents including various conditions of contract. Any Bid with any of the documents not so signed is liable to be rejected at the discretion of the Client. No Page should be removed/detached from this bidding Document.

**Sd/-**  
**(Dhiraj Kumar)**  
**Sr. AO (ITMG Section)**

## Annexure-(II)

**OFFICE OF THE DIRECTOR GENERAL OF AUDIT (CENTRAL), AHMEDABAD**

### Contractor's details (Mandatory Information)

**Not Filling up the Mandatory Information and non-submission of required document will attract cancellation of bid.**

Supporting documents be annexed with the application Form (Application found deficient in any respect are liable to be rejected without further correspondence)

S.No.	Description	Information	
1	Name of the Applicant/Firm		
2	Nationality		
3	Address (attach separate paper for address of the offices)	Regd. Office	
		Head Office	
4	Telephone Numbers	Landline/Mobile No.	
		Fax. No.	
		Email ID	
5	Other Details (enclose copies)	PAN	
		GST No.	
		MSME Registration (if any)	
6	Whether Registered with CPCB/GPCB (Attach Supporting Documents)		
7	Details of Bank Account	Account No.	
		Type of Account	
		IFSC	
		Name of the Bank	
		Address of the Bank	
8	Earnest Money Deposit	Amount in Rs..... (Rupees... )	
		DD/BC/PO No.	
		Date of Issue	
		Name of Issuing Bank	
		Address of issuing Bank	
10	Total quoted amount in Rs. (in words)		

**Signature of the Bidder with seal & date**

## **Annexure-III**

### **A. Technical Bid**

1. The following documents are to be furnished by the bidder along with Bid Security/EMD amount as per the tender documents:
2. Bidder must provide a scanned copy of the following in the name of the bidding company:
  - a) PAN Card along with GST Registration certificate.
  - b) Annexure II
3. Signed and scanned copy of tender Acceptance letter in the Annexure V "Tender Acceptance Letter".
- 4- Other conditions for submission of bids
  - a) Bidder shall adhere to the Critical Date Sheet mentioned in the tender. No bids shall be accepted post the deadline as mentioned in the critical date sheet'
  - b) DGA (Central) Gujarat, Ahmedabad office will not be responsible for any delay on the part of the vendor in obtaining the terms and conditions of the tender notice or submission of the online bids.
  - c) The bids submitted by fax/email etc. shall not be considered. No correspondence will be entertained on this matter.
  - d) Conditional tenders shall not be accepted on any ground and shall be rejected straightway. If any clarification is required, the same should be obtained before submission of the bids.
  - e) In case, the day bid submission is declared Holiday by Government of India, the next working day will be treated as day for submission of bids. There will be no change in the timings.
  - f) At any time prior to the last date for receipt of bids, O/o DGA (Central) Gujarat, Ahmedabad, may for any reason, whether at its own initiative or in response to a clarification requested by a prospective vendor, modify the Tender Document by an amendment. The amendment will be notified on the office website and should be taken into consideration by the prospective agencies while preparing their bids.

g) In order to give prospective agencies reasonable time to take the amendment into account in preparing their bids, O/o DGA (Central) Gujarat, Ahmedabad may, at its discretion, extend the last date for the receipt of bids. No bid may be withdrawn in the interval between the last date for receipt of bids and the expiry of the bid validity period specified in the tender. Withdrawal of a bid during this interval may result in forfeiture of Vendor's EMD.

h) The agencies will bear all costs associated with the preparation and submission of their bids. O/o DGA (Central) Gujarat, Ahmedabad will, in no case, be responsible or liable for those costs, regardless of the outcome of the tendering Process.

i) Printed terms and conditions of the vendors will not be considered as forming part of their bid. In case the terms and conditions of the tender document are not acceptable to any vendor, they should clearly specify the deviations in their bids.

j) Bids not submitted as per the specified format and nomenclature may be rightly rejected out.

k) Ambiguous/Incomplete/Illegible bids may be rightly rejected out.

l) Submission of the Bid will be deemed to have been done after careful study and examination of all instructions, terms and required specifications in the tender document with full understanding of its implications. Bids not complying with all the clauses in this tender document are liable to be rejected. Failure to furnish all information required in the tender document or submission of a bid not substantially responsive to the tender document in all respect will be at the vendor's risk and may result in the rejection of the bid.

**Annexure IV**

**EMD**

S.No.	Particular	Amount	Draft No.	Date	Bank	Branch
1.	EMD					



## **ANNEXURE V: TENDER ACCEPTANCE LETTER**

(To be given on Company Letter Head)

**To,**

**The Director  
Office of the DGA (Central) Gujarat, Ahmedabad  
Audit Bhawan, Navrangpura, Ahmedabad  
Gujarat-380009.**

**Sub: Name of the Tender: Tender for disposal of unserviceable/obsolete E- waste (IT equipment, consumables & Electronic Items) through limited tender.**

**Sir,**

1. I/We have downloaded/obtained the e-tender document (s) for the above-mentioned Tender/work from the website namely:..... As per your advertisement, given in the above-mentioned website.
2. I/We hereby certify that I/we have read the entire terms and conditions of the e-tender documents from Page No .....(including all documents like annexure(s), etc. which form part of the contract agreement, and I/we shall abide hereby by the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the conditions of above-mentioned e-tender document(s) /corrigendum (s) in its totality/entirely.
5. I/We do hereby declare that our Firm has not been blacklisted/debarred by any Government Department/Public Sector Undertaking.

6. I/We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

**Yours faithfully,**

**(Signature of the bidder, with official seal)**

### **E-waste Items**

Items	Quantity
Desktops	18
Laptops	29
Printers	7
Scanners	2
UPSs	3
Consumables	Keyboard, mouse, motherboard, Extension boards etc