

TENDER NOTICE

Sub: Disposal of e-waste-.old/ obsolete computer hardware and peripherals etc.

Sealed tenders are invited from Dismantler /Recycler of E-waste registered with Central Pollution- Control Board or State Pollution Control Board for disposal of old/obsolete/unserviceable computer hardware (Desktops, Monitors, UPS, Printers, etc.).

The Tender Document can be down loaded from the website of this office

<https://cag.gov.in/ag/assam/en>. Important dates of tender related activities are as under: -

Bid Information Sheet

Sl. No.	Description of items	Details
1	Date of publishing & uploading of Tender on CPPP and Office Website	25.10.2022
2	Available items can be inspected at	IS&DA Section, 1st Floor, O/o the Principal Accountant General (Audit), Assam
3	Availability of Tender document	Office Website https://cag.gov.in/ag/assam/en where it can be downloaded from Contact us>>Media Section>>Tenders & Contracts.
4	Cost of Tender Document	Free
5	Date & Time for Inspection	09.11.2022 to 11.11.2022 Timing 11:00 Hrs to 16.00 Hrs
6	Date for Tender Submission	On 16.11.2022 up to 16:30 Hrs at "IS&DA Section", 1st Floor, O/o the Principal Accountant General (Audit), Assam.
7	Date for Tender Opening	18.11.2022 at 15:30 hours at, Deputy Accountant General Chamber (Admin.), O/o the Principal Accountant General (Audit), Assam.

Note: In the event of any of the above mentioned dates being declared as a holiday for this office, the tenders/bids will be received/opened on the next working day at the appointed time

Sd/-

**Deputy Accountant General
(Admin.)**

524689/2022/IS & DA (AG-(AUDIT)-ASSAM)**Tender for disposal of e-waste – old/obsolete Computer Hardware and Peripherals, etc**

This Office intends to dispose of e-waste - old/obsolete/unserviceable computer hardware Desktops, UPS, Printers, etc.)

1. Eligibility Criteria:

- a) 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. Bid s received from the firms other than so registered will be summarily rejected.
- b) Must not be blacklisted by any Department of the Government of India or of any State/ or by any PSU /Autonomous Organization 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.
- c) Should be registered with GST/Service Tax.

2. Inspection of Items

The inspection of material can be done carefully by the prospective bidders or their representatives at IS&DA Section, O/o the Principal Accountant General (Audit), Beltola, Guwahati – 781 029 between 11:00 hours to 16:00 hours from 09.11.2022 to 11.11.2022. Queries can be raised during the inspection period and no further clarification shall be entertained after the above inspection:

3. Earnest Money Deposit (EMD)/Bid Security:

EMD worth ₹ 5,000/- (Rupees Five thousand only) has to be deposited in the form of Bank Draft/Pay Order drawn in favor of PAO, O/o the Pr. Accountant General (A&E), Assam, Beltola, Guwahati 781 029 on or before date of Submission of tender/bids.

4. Minimum Reserved Price

Minimum reserved price has been fixed at Rs. 1,05,696/-.

5. Bid validity Period

Bids should remain valid for acceptance for a period of **3 (three) months** from the date of opening of the bids. Bids with lesser validity period will be summarily rejected.

6. Financial Bid

- a) The financial bid shall be quoted in the Pro-forma given at Annexure - III of this tender document.
- b) The Financial bid of only those bidders shall be evaluated who fulfil the eligibility criteria.
- c) The bidder shall quote for the whole lot.
- d) Any overwriting of/ on amount quoted will render the bid to be invalid.
- e) GST /VAT or any other tax/duty, if applicable shall be borne by the bidder.
- f) The rate quoted shall be final.
- g) The successful bidder shall be evaluated on the basis of highest quoted price for the whole lot.

524689/2022/IS & DA (AG-(AUDIT)-ASSAM)**7. Submission of Bids**

- (a) The Bid shall be legible, preferably typed/printed and be in English only. All the pages of the Bid should be serially numbered and signed.
- (b) The Bid prepared by the Bidder shall comprise of
 - (i) Details of Eligibility Criteria
 - (ii) Financial Bid
- (c) Bid may include following documents:
 - i. Eligibility Criteria (Annexure - I).
 - ii. Financial Bid (Annexure - III).
 - iii. Supporting documents.
- (d) Sealed tenders super scribed "**Tender for Disposal of E -Waste**" addressed to the Senior Deputy Accountant General (Audit), O/o the Principal Accountant General (Audit), Beltola, Guwahati – 781 029, on 16.11.2022 up to 16.30 hrs. Bids received after the closing date and time prescribed shall NOT be accepted under any circumstances.
- (e) All the envelopes shall also indicate the Name, Address and Contact number of the Bidder enabling the bid to be returned, if required.

8. Opening of Bids

All bids containing Eligibility Criteria and Financial Bid shall be opened by the Disposal Committee on 18.11.2022 at 15:30 hours at Deputy Accountant General (Admin)'s Chamber.

9. Payment:

The successful bidder will have to pay the entire quoted/ offered amount in the form of Bank Draft/Pay Order drawn in favor of PAO, O/o the Pr. Accountant General (A&E), Assam, Beltola, Guwahati 781 029 within 2 (two) working days after receipt of letter regarding award of contract, failing which the contract may be cancelled.

10. Lifting of E-waste Old Computer Hardware:

- (a) The successful bidder shall be required to lift all e-waste old/obsolete/unserviceable computer hardware etc. and not selectively from the designated place to their premises, within two working days after depositing the full amount.
- (b) In case, the successful bidder deposits the full amount within a 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 successful bidder and they will 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 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.

11. Submission of Undertaking for Disposal of E-waste

The successful bidders shall submit an under taking (**Annexure - V**) that e-waste items out of old/obsolete/unserviceable computer hardware etc. will be stored/process/disposed off as per Rule 12 of Chapter IV of e-Waste (Management and Handling) Rules, 2011.

12. Other Terms and Conditions:

- 1) 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 HI rate(s).
- 2) The bidder should also enclose the certified copy of the valid registration certificate issued by the Central Pollution Control Board or the State Pollution Control Committee along with the tender document failing which the tender will be rejected. The successful bidder shall produce the original certificate before lifting of the items from said location.
- 3) No bidder will be allowed to withdraw after submission of bids/opening of the tender.
- 4) This tender is non-transferable.
- 5) Each page of the tender document should be signed by the bidder(s). Incomplete and unsigned quotations are liable to be rejected.
- 6) If a firm violates any of these terms & condition s, the same shall be blacklisted and other legal action may be initiated.
- 7) **This Office reserves the right to accept or reject any bid without assigning or communicating any reason thereof.**
- 8) Any corrigendum / addendum / errata etc. in respect of above Tender shall be made available in our official website and Notice Board only. No press publication shall be made in this regard. Hence applicants are advised to visit our website regularly for any amendment/corrigendum/addendums in this regard.
- 9) Committee members may visit at the e-waste dismantler /recyclers premises for various inspection purposes.
- 10) The decision of Senior Deputy Accountant General (Admin.) will be final and binding in all aspect of this notice inviting tender.

Sd/-

Deputy Accountant General (Admin.)

Annexure-I**Eligibility Criteria for Disposal of E-waste - old/ obsolete Computer Hardware & Peripherals etc.**

SI 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 Mobile No.	
		FAX No.	
		E-Mail ID	
4	Name of Proprietor/Partners/Directors of the Firm/ Agency		
5	Other Details (Enclosed Copy)	PAN No.	
		GST Registration no.	
		Registration Certificate No. issued by Centre/ State Pollution Control Board	

ANNEXURE-II**Tender for Disposal of E-waste - old/ obsolete Computer Hardware & Peripherals 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 Authorized Signatory with stamp

ANNEXURE- III

Financial Bid for Disposal of E-waste - old Computer Hardware and Peripherals etc.

Name of the Bidder/Firm

Address of the Bidder/Firm:

Telephone No.: -

Email ID: -

Description of Item	Total Quoted Amount (In Rs.)	Remarks
e-Waste items mentioned at Annexure - IV lying in the IS&DA Section. O/o the Pr.AG (Audit), Assam, Ghy-29		

The total price should be inclusive of all Misc. charges like transportation, labour or any other expenses etc.

I/We declare that if my/our representative(s) have inspected the obsolete items as per the list attached (**Annexure - IV**) with tender and am/ are interested to purchase the same.

I/We have gone through the terms and conditions given in the tender document and agree with the same.
I/We understand that in the event of non-compliance of the terms and conditions of the tender my/our bid will be cancelled.

I/we hereby also declare that my/our firm is registered with Central Pollution Control Board or State Pollution Control Board as authorized recycler/re-processor/dismantler and having environmentally sound management facilities for collection, disposal/recycling of e-Waste.

Date: -

Signature of Authorized
Signatory with stamp

Name of the person

Annexure IV

LIST OF OLD /OBSOLETE COMPUTER HARDWARE AND PERIPHERALS ETC. FOR DISPOSAL

Inventory of E-waste to be Disposed Off

Item No.	Particulars of stores		Quantity
	Item Name	Make	
[1]	[2]	[3]	[5]
1	UPS	HCL	3
	(14 nos.)	IBALL	3
		MICROTEK	1
		BETTER POWER	6
		SUPERCOMP	1
2	PRINTER	HP LJP1005	3
	(16 nos.)	HP LASERJET 1022 N	2
		CANON LBP 5050N	1
		HP LJ 1020	1
		CANON LBP 3108B	1
		HP LJ 1010	1
		HP LJ 1018	1
		HP LASERJET P1007	2
		HP DESKJET 1000	1
		HP DESKJET F2418	1
		HP DESKJET 2050	1
		HP Deskjet 2488(AIO)	1
3	PC	ZENITH	8
	(17 nos.)	HCL	6
		HP	1
		CPU: ZENITH	2
		MONITOR: HP	
4	CPU	ZENITH	1
	(4 nos.)	HCL DEO	1

524689/2022/IS & DA (AG-(AUDIT)-ASSAM)

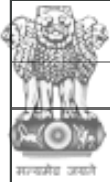
		HCL	1
		HP	1
5	SCANNER	HP Scanjet G2410	6
	(8 nos.)	HP SCANJET 5590	2
6	LAPTOP	ACER	5
	(41 nos.)	HP	1
		HCL 39	4
		HCL ME 1044	31

ANNEXURE- V**Tender for Disposal of e-waste old Computer Hardware and peripherals****UNDERTAKING FOR DISPOSAL OF E-WASTE**

I/We _____ do hereby solemnly affirm and declare that e-waste items out of old/ obsolete/unserviceable computer hardware etc. will be stored/processed/disposed off as per Rule 12 of Chapter IV of e-Waste (Management and Handling) Rules, 2016.

Dated:

Signature of Authorized Signatory with stamp



Basic Details			
Organisation Chain	Indian Audit and Accounts Department Audit Assam Guwahati		
Tender Reference Number	524689/2022		
Tender ID	2022_IAAD_683562_1		
Tender Type	Open Tender	Form of contract	Sale
Tender Category	Goods	No. of Covers	2
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No		

Payment Instruments		
Offline	S.No	Instrument Type
	1	As Per Tender Document

Cover Details, No. Of Covers - 2			
Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	EMD and Eligibility Criteria Documents
2	Finance	.xls	Financial Bid Documents

Tender Fee Details, [Total Fee in ₹ * - 0.00]			
Tender Fee in ₹	0.00	Fee Payable To	NA
Fee Payable To	NA	Fee Payable At	NA
Tender Fee Exemption Allowed	NA		

EMD Fee Details			
EMD Amount in ₹	5,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	PAO office of PAG Accounts and Entitlements	EMD Payable At	Guwahati

Work / Item(s)					
Title	DISPOSAL OF E-WASTE ITEMS AT OFFICE OF PAG (AUDIT) , ASSAM THROUGH REGISTERED/AUTHORISED E-WASTE RE.CYCLERS/DISMANTLERS				
Work Description	DISPOSAL OF E-WASTE ITEMS AT OFFICE OF PAG (AUDIT) , ASSAM THROUGH REGISTERED/AUTHORISED E-WASTE RE.CYCLERS/DISMANTLERS				
Pre Qualification Details	Please refer Tender documents.				
Tender Value in ₹	1,05,696	Product Category	Computer-H/W	Sub category	e-Waste
Contract Type	Tender	Bid Validity(Days)	90	Period Of Work(Days)	21
Location	Office of the Accountant General (Audit), Beltola	Pincode	781029	Pre Bid Meeting Place	AG OFFICE (AUDIT) GUWAHATI
Pre Bid Meeting Address	O/o the PAG (Audit), Assam, Maidamgaon, Beltola, Guwahati - 781029	Pre Bid Meeting Date	09-Nov-2022 03:00 PM	Bid Opening Place	AG OFFICE (AUDIT) GUWAHATI

Critical Dates			
Publish Date	25-Oct-2022 06:30 PM	Bid Opening Date	18-Nov-2022 03:30 PM

Document Download / Sale Start Date	25-Oct-2022 06:30 PM	Document Download / Sale End Date	16-Nov-2022 04:30 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	26-Oct-2022 11:00 AM	Bid Submission End Date	16-Nov-2022 04:30 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	TENDER NOTICE for Disposal of e-waste-.old/obsolete computer hardware and peripherals etc	477.84	
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Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	TENDER NOTICE e waste.pdf	Disposal of e-wasteold/obsolete computer hardware and peripherals etc.	477.84

Tender Inviting Authority

Name	Deputy Accountant General (Admin)
Address	O/o the PAG (Audit), Assam, Maidamgaon, Beltola, Guwahati - 781029

Tender Creator Details

Created By	Nitish Kumar
Designation	Assistant Audit Officer
Created Date	25-Oct-2022 04:31 PM