

OFFICE OF THE ACCOUNTANT GENERAL (A&E), U.P.,
20, SAROJINI NAIDU MARG, PRAYAGRAJ-211001

Tender No. ITCG/sale/ 71749

Dated: 16-03-2026

NOTICE INVITING TENDER

Office of the Accountant General (A&E), U.P. Prayagraj invites sealed tender for sale of old unserviceable and obsolete computer hardware in the prescribed Proforma (*Annexure-II*) from the registered recyclers/dismantlers/pre-processors of e-waste with MOEF/Central Pollution Control Board, Government of India or with the State Pollution Control Board or State Government dealing with e-waste, as per the detailed terms and conditions (*Annexure-I*). Sealed tenders duly filled in the specified Proforma addressed to the Sr. Dy. Accountant General/Admin, office of the Accountant General (A&E), U.P., 20 Sarojini Naidu Marg, Prayagraj- 211001 must reach latest by **03:00 PM on 11.04.2026**.

The sealed quotations should be super-scribed as '**TENDERS FOR SALE OF OLD COMPUTER HARDWARE etc.** No tenders will be accepted after the due date and time. The bids will be opened in the presence of the interested bidders, if any, on **13.04.2026 at 04.00 PM**. **The details of items, terms and conditions, Proforma etc. may be downloaded from the office website www.agup.nic.in.**

Encl:

1. Annexure-I (General Terms and Conditions)
2. Annexure-II (Quote your prices)

sd/-

Sr. Accounts Officer/ITCG

OFFICE OF THE ACCOUNTANT GENERAL (A&E), U.P.
20, SAROJINI NAIDU MARG, PRAYAGRAJ-211001

ANNEXURE –I

GENERAL TERMS AND CONDITIONS:

1. **Eligibility/Qualification Criteria:** The bidder shall have to be registered as recyclers/dismantlers/pre-processors of e-waste with MOEF/Central Pollution Control Board, Government of India or with the State Pollution Control Board or State Government dealing with e-waste. Bids received from the firms other than so registered will be summarily rejected. Document on registration and validity of the authorization shall be produced with the bid. Agencies without having above registration and authorization will not be allowed to participate in the bid. The office of the Accountant General shall select the 'eligible highest bidder' for selling of old unserviceable and obsolete computer hardware in the prescribed Proforma (*Annexure-II*).
2. **Location of the goods:** The old computer hardware for sale are kept in the room No.59 of TAD building of the office of the Accountant General (A&E), U.P., Prayagraj.
3. **Present condition:** The bidders can inspect the condition of goods before submitting their tender by visiting this office on any working day during 11.00 AM to 04.00 PM before 30.03.2026.
4. **Earnest Money:** Earnest Money of ₹4000/- (Rupees Four Thousands only) in the form of demand draft of any nationalized bank must be deposited by bidder in favor of the '***Pay and Accounts Officer, office of the Accountant General (A&E), U.P. Prayagraj.***'
 - i. Bidders shall not be permitted to withdraw their offers or modify the terms and conditions of this bidding document. In case the bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, or imposes any additional conditions, the aforesaid EMD shall be forfeited to the Government.
 - ii. The bids without Earnest Money shall be summarily rejected. In case of bidders whose quotations are not considered for selection, the Bid Security (EMD) will be returned within one Month of the finalization of the tender and latest on or before the 30th day after the release of sale order to the firm.
5. **Preparation and submission of Bids:** The bids should be submitted in the integrated manner i.e. one single bid in an envelope Super-scribing '**QUOTATIONS FOR SALE OF OLD COMPUTER HARDWARE**' quoting the

prices in the specified Proforma (Annexure-II). The Bid shall include the following-

- i. *The Tender Document along with all its Annexures duly signed on each page by the Tenderer.*
- ii. *Earnest money deposit.*
- iii. *List of Documents as per the Tender (mentioned in Checklist).*
- iv. *CERTIFICATE TO BE SIGNED BY BIDDER. (Annexure-'A')*
- v. *It should be clearly understood by the Tenderer that no opportunity shall be given to them to alter, modify or withdraw any offer at any stage after submission of the Tender.*

6. **Minimum reserve price for the bid will be Rs. 80,185/-**

7. Conditional bid of any type shall not be entertained.

8. **EVALUATION CRITERIA:**

- a. The successful bidder will be the one which offers the highest total rate (H-1) for the entire lot of scrap as detailed in Annexure-II, no part lifting of the items shall be allowed.
- b. All the bidders shall submit the EMD along with the bids.
- c. The undersigned will not entertain any claim for damage done by the way of theft, fire or any other unforeseen calamity after realizing full payment against the Unserviceable Material/items.
- d. The successful bidder must lift all the Unserviceable Material/items at his own cost.
- e. The lifting of items must be done during working days between office hours i.e., 10:00 AM to 05:00 PM.
- f. The lifting of the items shall be done without damaging the premises/ roads/ drains/ etc. The buyer shall compensate the damages, loss, etc., in the event of any occurrence otherwise.
- g. No selection or sorting whatsoever of the goods will be allowed. The entire lot should be cleared by getting proper Gate Pass/ Challan from Sr. Accounts Officer/ITCG, office of the Accountant General (A&E), U.P. Prayagraj.
- h. Any uncleared or un-noticed materials left over by the successful bidder within the premises cannot be claimed later.
- i. No enquiry of bidder shall be entertained once the material is lifted by them.
- j. Prices quoted by the bidder shall be exclusive of Income Tax, GST and other

levies as applicable. Applicable GST/ taxes, if any, shall be paid by the successful bidder.

- k. At any time, O/o The Accountant General (A&E), Prayagraj may modify the bidding document by amendment thereto. The amendment will be notified on the office website only, which will be binding on all the bidders. Bidders should regularly visit the office website to keep themselves updated.
 - l. Tenders not complying with the above conditions are liable to be rejected.
9. **Opening of bids:** The Bids shall be opened by a committee authorized by the competent authority at **04:00 PM on 13.04.2026** in the chamber of Sr. DAG/Admin., O/o the AG (A&E), Prayagraj, in the presence of such bidders who may wish to be present. The bidder is at liberty either himself or authorizes, not more than one representative to be present at the opening of the bids. The representative attending the opening of the bids on behalf of the bidder should bring with him a letter of authority from the bidder and a proof of identification.
10. **Right of Acceptance:** The Sr. Dy. Accountant General/Admin, O/o The AG (A&E), Prayagraj reserves all the rights to reject any bids including of those bidders who fail to comply with the instructions without assigning any reason whatsoever and does not bind it to accept the highest or any specific bid. The decision of the Competent Authority of the Office of Accountant General (A&E), U.P. Prayagraj in this regard shall be final and binding.
- i. The bid will be awarded on comparison of consolidated price of all the items listed in the Annexure-II.
 - ii. Any failure on the part of the bidder to observe the prescribed procedure shall render the bidder's bid liable for rejection.
 - iii. The competent authority of the office of the Accountant General (A&E), U.P. Prayagraj reserves the right to sale of the items to the successful bidder at its discretion and this will be binding on the bidders. In case of failure to comply with the provisions of the terms and conditions mentioned in the bid document for the sale of surplus computer Hardware, the competent authority of the Office of Accountant General (A&E), U.P. Prayagraj reserves the right to award the order to the next Higher bidder or any other outside agency and the difference of price shall be recovered from the defaulter agency who has been initially awarded the order and this will be binding on the bidders.
11. **Communication of Acceptance:** The successful bidder shall be determined based on fulfilling of minimum eligibility criteria specified in the tender document and highest prices quoted by the participant bidders. Successful Bidder will be informed of the acceptance of their bids.
12. **Disclaimer:** The near relatives of employees of the Office of the Accountant

General (A&E), U.P. Prayagraj are prohibited from participation in this bid.

The near relatives for this purpose are defined as:

- i. Members of a Hindu Undivided Family.
 - ii. Their husband or wife. The one is related to the other in the manner as father, mother, son(s), son's wife (daughter in-law), daughter(s) & daughter's husband (son-in-law), brother(s) & brother's wife, Sister(s) and sister's husband (brother-in-law).
13. **Breach of Contract:** In case of breach of any of terms and conditions of the Bid, the Competent Authority of the Office of Accountant General(A&E),U.P. Prayagraj shall have the right to cancel the Bid without assigning any reason thereof, and nothing will be payable by the Office of Accountant General(A&E), U.P. Prayagraj in that event and the security deposit in the form of performance Bank Guarantee shall be forfeited and encashed and further the office of the Accountant General(A&E),U.P. Prayagraj shall be at liberty to place the work order to next lower bidder/ alternate bidder, as may be deemed fit.
 14. **Full Payment:** The successful bidder shall deposit balance payment equivalent to the total value of the items by deducting the earnest money, in the form of demand draft in favor of the '**Pay and Accounts Officer, office of the Accountant General (A&E), U.P, Prayagraj**' within 15 days from the receipt of communication of the successful bidder. No part payment will be accepted.
 15. **Release of sold surplus Goods to the selected bidder:** The sold items may be provided to the firm only on receipt of full payment in shape of DD as the total value mentioned the sold of the items.
 16. **Lifting Period of the item:** The item/items should be lifted by the firm **within two weeks** from the date of full payment of the items.
 17. **Transportation/carriage charges:** No transportation/carriage charges to carry the items will be paid to the firm. Lifting of the items will be sole responsibility of the firm.
 18. **Store Charges:** If firm fails to lift the items within stipulated period mentioned at 15 above, the firm will be liable to pay store charges @ ₹200/-per day.
 19. **Arbitration:** In the event of any dispute or differences between the Bidder and the Office, whether arising during the execution of orders under these terms and conditions or hereafter whether by breach or in manner in regard to the construction of the terms and condition or the respective rights and liabilities of the parties hereto there under or any matter or thing out of or in relation to or in connection with these terms and conditions, then the decision of the competent authority of the Office of Accountant General(A&E), U.P.

Prayagraj shall be final and binding on both the parties.

20. The Bid shall be subject to the jurisdiction of Courts of law at Prayagraj.

sd/-

Sr. Accounts Officer/ITCG

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Annexure-'A'

CERTIFICATE TO BE SIGNED BY BIDDER FOR DISPOSAL OF OLD UNSERVICEABLE/ CONDEMNED IT ITEMS SUCH AS COMPUTER HARDWARE/ LAPTOP/ PRINTER/ BATTERY & OTHER MISCELLANEOUS IT ITEMS

Sir/Madam,

I/We have inspected the obsolete items and am/are interested to purchase the same on "As is where is basis". I/WE ALSO CERTIFY THAT:

1. I/We will not LEAK/ DISCLOSE any information of O/o The Accountant General (A&E), U.P., Prayagraj to any other institutions/ organizations, bodies which come to my/ our knowledge, and i/we will also ensure due secrecy of information and data.
2. I/We have read and understood the rules, regulations, terms and conditions of tender as applicable from time to time and agree to abide by them.

I/We understand that in the event of non-compliance of the terms and conditions of the Tender, the EMD deposited along with the tender shall be forfeited by the O/o The Accountant General (A&E), U.P., Prayagraj.

(Signature of the Tenderer/Authorized Signatory) Name:

Address:

Details of

EMD:

Amount:

Seal:

To

Sr. Dy. Accountant General/Admin.

O/O THE ACCOUNTANT GENERAL (A&E), U.P., PRAYAGRAJ

Address: 20, Sarojini Naidu Marg, Prayagraj

Annexure-II

Sl. No.	Item Description	Qty.	Year of Purchase	Estimated Rate (₹)	Total Value (₹)
1	Desktops Computers/Dell (Core i5)	2	2014	850	1700
2	Desktops Computers/Dell (Core i3)	1	2011	700	700
3	Desktops Computers/Lenovo (Core i3)	5	2016	850	4250
4	Desktops Computers/Acer (Core i3)	2	2015	850	1700
5	Desktops Computers/Lenovo (Core i5)	4	2016	1100	4400
6	Desktops Computers/Acer (Core i5)	17	2015 & 2017	1150	19550
7	Desktops (Without Monitor)	3	2017	850	2550
8	Laptop Ideapad (Without HDD)	3	2017	1450	4350
9	Laser Printers	3	2016-17	575	1725
10	Dot Matrix Printer	4	2017	650	2600
11	Line Matrix Printer (Wipro/Wep)	2	2008 & 2013	1800	3600
12	Line Matrix Printer	1	Surplus	1800	1800
13	05 KVA UPS	1	Surplus	1100	1100
14	625/650 VA UPS (Uniline)	33	2009-11	215	7095
15	BPE Make 650 VA UPS	28	2013	215	6020
16	NPS Make 650 VA UPS	53	2017	215	11395
17	Biometric Machines	12	2017-18	75	900
18	40" LCD TV	1	2012	850	850
19	150 AH Battery	1	2017	1100	1100
20	Keyboard & Mouse	300	2021-25	4	1200
21	Used Toner Cartridge	400	2022-24	4	1600

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Note: Above mentioned quantity of the items may be increased or decreased and other item/items may be included for disposal.

Signature of authorized representative of the firm with Seal

Check list

{List of Items Proposed to be sold/ disposed of by O/o Accountant General (A&E),
Uttar Pradesh, Prayagraj}

Sl. No.	Name of the Documents	Documents enclosed Yes/ No (if Yes, mention page No.)	Reasons (If Any)
1	Document along with all its Annexures duly signed on each page by the Tenderer.		
2	Documents Related to the registration of the Recycler/ Preprocessors of e-waste issued by MOEF/ Central Pollution Control Board for the recycling/ reprocessing of Electronic waste. (Obsolete / Unserviceable Computer hardware		
3	Copy of GST Registration.		
4	Certificate to be signed by bidder (Annexure-'A')		
5	ITR of Last 03 Years		
6	Additional information (if any) Like details of turn over etc.		

Signature: -
Name of the Authorized signatory: -
Designation: -
Office Seal