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|  | <p>प्रधान आयुक्ता कार्यालय : केंद्रीय वस्तु एवं सेवाकरआयुक्तालय: राजकोट<br/>OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL GST COMMISSIONERATE:<br/>RAJKOT<br/>“केंद्रीय वस्तु एवं सेवाकर भवन”, रेसकोर्स रिंग रोड, राजकोट – 360001<br/>“CENTRAL GST BHAVAN”, RACE COURSE RING ROAD, RAJKOT</p> <hr/> <p>Phone No.0281-2970481 EMAIL : <a href="mailto:admccxraj@yahoo.com">admccxraj@yahoo.com</a></p> |
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**TENDER NOTICE****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, Keyboard etc.), on “AS IS WHERE IS BASIS” through open tender as per list given in **Annexure-A**.

**1. Eligibility Criteria**

Bidders must fulfill following eligibility criteria and submit documents mentioned at **Annexure - I** of this tender document in support of the same as under: -

- 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 the firms other than so registered will be summarily rejected.
- 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 - IV**. Bids without above undertaking will not be considered.
- Should be registered with GST department.

**2. Inspection of Items**

The inspection of material can be done carefully by the prospective bidders or their representatives at the designated place i.e. First Floor, O/o the Principal Commissioner of CGST, Central GST Bhavan, Race Course Ring Road, Rajkot. (For which they can contact Shri Rahul, Inspector (Systems), Cell No. 8866969457 or Shri P B Kaneria, Superintendent (Admin) Cell No. 9825110409, between 10:30hrs to 17:00 Hrs. from 14.10.2022 to 17.10.2022). Queries can be raised to the concerned Officer at the time of inspection. No further clarification shall be entertained after the above inspection.

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

No EMD or Bid security is required.

**4. Bid validity Period**

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

**5. Financial Bid**

- The Financial Bid shall be quoted in the Performa given at Annexure – III of this tender document.
- The Financial Bid of only those bidders shall be evaluated who fulfill the eligibility criteria.

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- 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.

**6. 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 and (ii) Financial Bid.
- c) Bid may include following documents:
  - (i) Eligibility Criteria (Annexure -I).
  - (ii) Financial Bid (Annexure -III).
  - (iii) Supporting documents.

Sealed tenders super scribed "Tender for disposal of e-waste" addressed to The Additional Commissioner, CGST Rajkot should be sent at Administration Section, Room No. 411, Central GST Bhavan, Race Course Ring Road, Rajkot on or before 18.10.2022 up to 17:00Hrs. Bids received after the closing date and time prescribed shall NOT be accepted under any circumstances. All the envelopes shall also indicate the name, address and phone number of the Bidder enabling the Bid to be returned, if required.

**7. Opening of Bids**

All bids containing Eligibility Criteria and Financial Bid shall be opened by the Assistant Commissioner (P&E), CGST Rajkot on 19.10.2022 at 11:30 Hrs., in the presence of members of disposal committee.

**8. 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 Principal Commissioner, CGST Rajkot payable at Rajkot within two working days after receipt of letter regarding award of contract, failing which the contract may be cancelled.

**9. Lifting of e-waste - old computer hardware**

- a) The successful bidder shall be required to lift all e-waste - old/obsolete/unserviceable computer hardware and not selectively from the designated place to their premises on "AS IS WHERE IS BASIS" 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.
- f) The successful bidder will be required to lift all the items from the disposal site within five days after making the payment to the Department. On failure to do so this office shall have the right to forfeit the entire amount of the bidder and dispose of the items through the alternate bidder.
- g) The Department of Revenue reserves the right to accept or reject any/all quotations without assigning any reason whatsoever.

#### **10. Submission of Undertaking for Disposal of e-Waste**

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

#### **11. 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 H1rate(s).
- b) 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.
- c) No bidder will be allowed to withdraw after submission of bids/opening of the tender.
- d) This tender is nontransferable.
- e) Each page of the tender document should be signed by the bidder(s). Incomplete and unsigned quotations are liable to be rejected.
- f) If a firm violates any of these terms & conditions, the same shall be blacklisted and other legal action may be initiated.

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- g) This Office reserves the right to accept or reject any bid without assigning or communicating any reason thereof and to take any decision relating to the tender including the cancellation of the tender.
- h) Any corrigendum / addendum / errata etc. in respect of above Tender shall be made available in our Notice Board only. No press publication shall be made in this regard. Hence applicants are advised to visit our Office Notice Board for any amendment / corrigendum / addendums in this regard.
- i) Committee members may visit at the e-waste dismantler/recyclers premises for various inspection purposes.
- j) The decision of Additional Commissioner, CGST Rajkot will be final and binding in aspect of the notice inviting tender.

(Mukesh Kumari)  
Additional Commissioner

**Annexure: A****List of unserviceable/old/obsolete computer hardwares and peripherals (E-waste)**

| Sl no./क्रम संख्या. | Name of item/वस्तु का नाम | No. of Items/संख्या |
|---------------------|---------------------------|---------------------|
| 1                   | Keyboard                  | 26                  |
| 2                   | Copy Printer              | 4                   |
| 3                   | Xerox Machine (Big)       | 4                   |
| 4                   | UPS                       | 27                  |
| 5                   | Stabilizer                | 1                   |
| 6                   | Telephone Instrument      | 32                  |
| 7                   | Monitor (HP, LENOVO, HCL) | 5                   |
| 8                   | CPU                       | 27                  |
| 9                   | Fax Machine               | 3                   |
| 10                  | Printer                   | 12                  |
| 11                  | Speaker                   | 2                   |
| 12                  | Mouse                     | 3                   |
| 13                  | LED Monitor               | 1                   |
| 14                  | CRT Monitor               | 22                  |
|                     | <b>Total</b>              | <b>169</b>          |

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**ANNEXURE-I****Eligibility criteria for disposal of E-waste -old, discarded, obsolete Computers and Peripherals**

| S.No. | Description  | Information  |  |
|-------|--|--|--|
| 1     | Name of the Firm/Agency/Company  |  |  |
| 2     | Address of the Firm/Agency/Company<br><b>(Enclose copy of the address proof)</b> |  |  |
| 3     | Contact details of the Firm/Agency/Company                                       | Telephone/Mobile No.   |  |
|       |  | E-mail ID  |  |
| 4     | Name of Proprietor/Partners/Directors of the Firm/Agency/Company                 |  |  |
| 5     | Other Details  | PAN No.  |  |
|       |  | GST Registration No.   |  |
|       |  | Registration Certificate No. issued by Centre/ State Pollution Control Board |  |

Signature of Authorized Signatory with stamp: -

Name of the Person: -

**ANNEXURE II**

**Declaration**

We declare, ensure and confirm that the facility & recycling process for the E-waste items (Computer & Peripheral and Electrical Equipment) are in accordance with the E-waste (Management) Rules 2016 published by the Ministry of Environment, Forest and Climate Change, Govt. of India.

Signature & Seal of the Bidder

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ANNEXURE III

Financial Bid for Tender for disposal of E-waste -old, discarded, obsolete Computers and Peripherals

Name of the Bidder/Firm:

Address of the Bidder/Firm:

Telephone No.:

E-mail ID:

| Description of Item                       | Total Quoted Amount<br>Remarks (in Rs. ) | Total Quoted Amount In<br>Words |
|---|--|---------------------------------|
| E-Waste goods mentioned in<br>Annexure-IV |  |                                 |

I/We declare that I/My representative have inspected the obsolete items as per the list attached (Annexure-IV) with tender and am/are interested the same on "AS IS WHERE IS BASIS.

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 hereby declare that 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: -



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**ANNEXURE-IV**

**CERTIFICATE**

We the \_ Address Hereby certify that we have not been black listed at any time in the past by any of the Govt. Organization/ Undertakings / PSU anywhere in the Country.

Signature of proprietor: -

Name: -

Date: -

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**ANNEXURE-V**

Undertaking We declare, ensure and confirm that the residue generated for the e-waste Items (Computer & peripherals & Electrical Equipment) will be disposed of in a hazardous waste treatment storage disposal facility and in accordance with the E-waste (Management) Rules 2016 as amended published by the Ministry of Environment, Forest and Climate Change, Govt. of India.

Signature & Seal of the  
Bidder