

Government of India
Ministry of Commerce & Industry
Department of Commerce (SD)
Directorate General of Supplies & Disposal
(General Administration)

TENDER ENQUIRY

Dated: 10th July, 2017

Tender No.	F.No.D-21012/01/2017/GA
Tender Notice issued by	Deputy Director (Admn)
Tender to be opened on	25 th July 2017 at 4.30 PM

Duly sealed tenders are invited for disposal of condemned/e-waste items which are lying in this office at 3rd Floor, Directorate General of Supplies & Disposals, Jeevan Tara Building, Parliament Street, New Delhi-110001.

2. In case, you are interested in undertaking the job and have the capacity and competence to lift the condemned store, you may inspect the stores and submit your highest quotation preferably item wise in a duly sealed envelope to Deputy Director (General Admn.), Directorate General of Supplies & Disposals, Jeevan Tara Building, 5, Parliament Street, New Delhi-110 001. The quotations in sealed cover should be dropped in the "Tender Box" kept at the Reception of this office before 4.00 PM on 25th July 2017. The cover containing the quotation should be super scribed as under:

"Quotation for disposal e-waste items of DGS&D Hqrs" Opening date on 25th July, 2017 at 4.30 PM"

3. Any cutting/overwriting/Erasing in the rates will render the entire tender invalid.

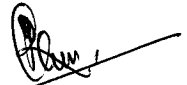
4. The tender should be accompanied by an Earnest Money Deposit (EMD) of **Rs.10,000/- (Rupees Ten thousand only)** in the form of Demand Draft/Pay Order from a scheduled Bank drawn in favour of DDO, DGS&D. In the absence of EMD the tender shall be rejected summarily. The earnest money shall be refunded to the unsuccessful tenderers after depositing the cost of e-waste items etc by the successful tenderer.

5. Submission of tender will signify the acceptance of all terms and conditions of the contract as above. It will not be obligatory for this office to accept the highest quotation and no explanation shall be give for the cause of rejection of quotation of any tenderer.



6. This office reserves the right to reject any/all tender(s) without assigning any reasons whatsoever. Canvassing in any form will be considered as disqualification from the award of contract.

7. Please also see **Annexure-I** for terms and conditions of the contract. **Annexure-II** to be filled by the tenderer(s) giving their details. **Annexure-III** for details of e-waste items.



(R.C. Das)
Deputy Director (Admn)
For Directorate General of Supplies & Disposals
Tel: 45738331

I hereby accept all the terms and conditions mentioned above.

Date:

Signature of the Tenderer with seal

ANNEXURE – I

The Contract shall be governed by the following terms and conditions:-

1. The bidders shall be solely and fully responsible for deposit of Sales Tax/Vat etc whereas applicable and payable on the condemned stores sold to them by this office.
2. The amount offered by the bidder for the condemn stores shall be exclusive of the sale tax/VAT as applicable.
3. **The firm should have a copy of e-waste valid authorization letter from Central Pollution Control Board, New Delhi.**
4. All the condemned items would be sold on **AS IS WHERE IS BASIS** and in one lot only.
5. The quotation shall be accompanied by an earnest money of Rs.10,000/- (Rupees ten thousand only) in the form of crossed Demand Draft/Pay Order from any scheduled Bank in favour of DDO, DGS&D, New Delhi. Cheque or cash shall not be accepted. The quotations received without earnest money shall be summarily rejected without assigning any reason whatsoever and no tenderer shall have the right to represent against it even if his quotation happens to be the highest. The earnest money of the tenderers shall be refunded after depositing the cost of e-waste items etc by successful tenderer.
6. Tenderers are requested to quote their rates both in figures and words and on firm and final basis preferably item wise.
8. The responsibility of lifting/carrying the sold goods/items from the site and their transportation will be of successful Tenderer without any charges whatsoever. The successful tenderer shall be sole responsible for any mishap/casualty caused in the courses of lifting/transportation of goods etc. No damage should be caused to the existing property of the building, while lifting and removing the condemned items.
9. The successful tenderer has to lift the condemned stores at one go. However, the priority (item wise) to lift the condemned items shall be fixed by the department and the contractor shall abide by the order.
10. The tender is not transferable.
11. The successful tenderer would be allowed to lift the condemned stores only after depositing the quoted and accepted amount in cash section of this office and after producing the original deposited receipt to the existing property of the building, while removing the auctioned items.



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11. For inspecting the stores/items, which is put for disposal, the tenderers may contact Section Officer (GA) over Telephone No.011-23365251 between 2.30 PM to 4.30 PM.
12. The tender completed in all respects should be dropped in the "Tender Box" kept at the Reception of this office before 4.00 PM on 25th July, 2017. Late / Delayed tenders shall be summarily ignored.
13. The quotation shall be kept valid for a period of 45 days from the date of opening.
14. The successful tenderer will not be allowed to sell the condemned goods within the premises of Jeevan Tara Building.
15. DGS&D reserve the right to accept or reject any or all the tenders without assigning any reason thereof.
16. **Payment Terms:** The successful bidder / tenderer has to make full and final payment within seven days after issue of award letter / acceptance offer by this office.
17. **Penalty for default services:** Successful bidder shall deposit full contract amount in Cash Section of DGS&D in the form of cash or Demand Draft in favour of DDO, DGS&D within seven days of acceptance of the contract amount/bids and shall lift the condemned store within next 5 days. In case of delay in lifting the condemned store beyond five (5) days, a penalty @ Rs.1000/- (Rupees one thousand only) per day shall be imposed for next seven days.
 - (b) In case the successful tenderer fails to deposit the total contract amount, this office has right to forfeit Earnest Money and take punitive actions as deemed fit by the Department.
 - (c) In case the successful tenderer fails to lift the condemn items etc. in above prescribed time, even after depositing the contract amount, this office has right to forfeit Earnest money and take punitive actions as deemed fit by the Department.
 - (d) In case the successful tenderer fails to lift all the condemn items or lift only part items in above prescribed time, even after depositing the contract amount, this office has right to forfeit Earnest Money as well as deposited contract amount and take punitive actions as deemed fit by the Department.



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18. The tenderers are requested to read and understand the terms and conditions of the contract mentioned in the foregoing paragraphs before sending quotation, as no violation of the aforesaid terms and conditions shall be permitted once the quotations is accepted by this office.

19. The quotation will be opened at 4.30 PM on 25th July, 2017 in the room of Deputy Director (R&I), Room No.247, DGS&D Hqrs, Jeevan Tara Building, New Delhi.



(R.C. Das)

Deputy Director (Admn)

For Directorate General of Supplies & Disposals

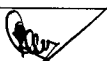
Tel: 45738331

ANNEXURE-II

PATICULARS TO BE FURNISHED BY THE AGENCY

1. Name of the Agency :
2. Address of the Agency :
3. Name of the proprietor of the Agency :
4. Telephone No. of Agency and Proprietor :
 - i) Mobile No. :
 - ii) E.mail Address :
5. Aadhaar No. :
(Please enclose a copy)
6. Name of agency's Bank and Account No. :
7. IFSC Code of Bank :
8. Details of Ministry/Department in which the Agency had worked earlier as mentioned in this Tender:- :

Sl. No.	Name of the Ministry / Department (Attach copy of Contract)	Year	Name & Contract no. of the Officers of Client Ministry / Department



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9. PAN number of the agency :
10. TIN No. on the agency :
11. GST Registration No. :
12. EMD's Draft number, Date and name of the Bank :

This is certified that the above facts are true, complete and correct to the best of my knowledge and belief. **This is also certified that this Agency is not black listed by any Government Department nor any criminal case is registered/pending against the Agency/Firm or its owner/partner anywhere in India.** It is certified that I/We have read and understood the terms and conditions of the Tender Notice F.No. D-21012/01/2017/GA dated 10th July, 2017 will abide by them till the completion of the contract period.



Dated:

Place:

(Signature of Proprietor)
Seal of the firm / Agency

Costing – per piece

S.No.	Electronic Item	Rate (in Rs) (per piece)
1	Monitor	
2	Laptop	
3	Printer/Scanner/Electronic Typewriter	
4	Stabilizer	
5	Sealed Laid Acid Battery/UPS	
6	CPU	
7	Keyboard	

Costing – per kg

S.No.	Electronic Item		Rate (in Rs) (per kg)
1	Metallic Item	CPU (Khali)/UPS (Khali)/Printer (Khali)	
2	Non Metallic Item	Vacuum Machine/Internet Switch Box/Photophone	

