

Government of India  
Ministry of Defence  
Department of Defence  
D(Estt. 2/Genl.1)  
Room No.319, 'B' Wing, Sena Bhawan,  
New Delhi-110011

NOTICE INVITING TENDER

**Sub:- Tender Enquiry for disposing of Electrical & Electronic Equipment Waste (unserviceable, obsolete and beyond economic repairable (BER) items lying at various locations of Mod (Sectt.) New Delhi.**

On behalf of President of India, Department of Defence, Ministry of Defence, Government of India, invites sealed bids/ tenders from the registered recycler/ Preprocessors of E-waste with MoEF &CC/Central Pollution Control Board/Delhi Government having authorization for E-waste Disposal for auction of old/obsolete/used items on "as is where is basis", as per list of items attached. All participants have to submit the certificate of authorization for disposal of e-waste issued by the Appropriate Authority and fulfilling the terms and conditions of the tender document and prescribed EMD along with the bid.

**1. Details of Bid:**

|     |  |  |
|-----|--|--|
| (a) | Bid reference  | Tender No.D-19012/01/2022-(Estt.2/Gen.1)<br>Tender Document can be downloaded from the website of <b>Department of Defence, Ministry of Defence as well as CPP Portal.</b>   |
| (b) | Contact Person   | Shri Pankaj Jha, Under Secretary (General-I).<br>Department of Defence, Ministry of Defence,<br>Room No.319, 'B' Wing, Sena Bhawan, New Delhi.<br>Tel: 23014289<br>Mail:- <a href="mailto:pankajjha.edu@nic.in">pankajjha.edu@nic.in</a>   |
| (c) | Method of Apply the bid/Place of receiving the bid/address for communication | Online and Offline<br>(i) Online mode through CPP Portal<br>(ii) Offline mode:-<br>(a) Sealed Covered envelop may be put in tender box kept at Gate No. 1, Sena Bhawan, New Delhi.<br>(b) By Registered Post:-<br><br>Shri Pankaj Jha, Under Secretary (General-I).<br>Department of Defence, Ministry of Defence,<br>Room No.319, 'B' Wing, Sena Bhawan, New Delhi.<br>Tel: 23014289<br>Mail:- <a href="mailto:pankajjha.edu@nic.in">pankajjha.edu@nic.in</a> |
| (d) | Inspection of items  | The disposal of obsolete items shall be on as "As is where is basis" and no guarantee of certificate of its worthiness of quality will be given by this Department. The condition of the items can be inspected physically between 10 am to 5 pm on any working day between 12 September 2023 to 18 <sup>th</sup> September 2023.  |
| (e) | Last date & time of receipt of bid   | 21 September 2023, 1700Hrs.  |
| (f) | Opening of bids  | 22 September 2023, 1100Hrs.<br>Intending bidders may be present at the time of opening of quotations.  |

**Eligibility/Qualification Criteria:**

- (a) The bidder for e-waste shall have to be registered as per e-waste rules with Ministry of Environment, Forests & Climate Change/Central Pollution Control Board/Delhi Pollution Control Committee (DPCC) under Delhi Government. Document on registration and validity of authorization shall be produced with the bid. Agencies without having above registration and authorization will be not allowed to participate in the bid.
- (b) The bidder shall have to provide, services required at New Delhi/Delhi.
- (c) The firm, bidding for e-waste may enclose sufficient documents regarding execution of Government work order, specifically disposal of e-waste in the past.
- (d) The bidders must enclose GST registration/service tax registration certificate along with the tender documents.

**(C) Bidding Procedure:**

- a) Sealed Bids, super-scribed in bold capital letters "QUATATIONS FOR DISPOSAL OF UNSERVICEABLE/OBSOLETE ITEMS INCLUDING E-WASTE OF 01 November 2021. No Bids will be accepted after this date & time under any circumstances. This office will not be responsible for any postal/courier delay and also for reasons beyond the control of this office.
- b) Each page of tender document should be signed by the bidder (s).
- c) Incomplete and unsigned quotations are liable to be rejected.

1. Earnest Money Deposit (EMD) OF 5% of the bidding price (to be indicated by bidder) must accompany with each quotation. This shall be in the form Bank draft/pay order of any Nationalized / scheduled Bank drawn in favor of Accounts Officer (DOD), MoD (Civil). New Delhi payable at New Delhi without, which the tender shall be summarily rejected. No Cheque/Money order/ Cash shall be accepted. EMD deposit shall not attract any interest. The EMD of unsuccessful bidder, shall be returned within one month of the auction date. Without any interest MSMEs are exempted from the requirement of EMD. Intending bidders are required to produce necessary documents in support of seeking exemption from submission fo EMD. EMD of the bidders/firms rescinding their, withdrawing or abrogating after submitting the bid shall stand forfeited. Decision of the Ministry shall be final in this regard.

d) All the bids must be delivered to at Gate No. 1, Sena Bhawan, New Delhi, Opposite DRDO Building (a tender box will be placed at the above gate.)

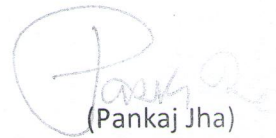
e) All relevant rules and regulations of Government of India will be final and applicable & binding on all bidders.

f) No bid maybe modified subsequent to the deadline for submission.

g) Bidders may invariably share their telephone, e-mail and mobile numbers to facilitate communication.

 **General Terms and conditions:**

1. The items shall be sold to the highest price of bidder (H1 bidder).
2. The successful bidder has to make full balance payment in the form of a Bank Draft/pay Order issued in favour of Accounts Officer (DAD), MoD (Civil), New Delhi , within 3 three working days confirmation failing which the offer will be cancelled and EMD shall stand forfeited.
3. The successful bidder shall be required to lift all the items from the disposal site/ premises within 3(Three) working days after the payment of the quoted amount. On failure to do so, Department of Defence shall have the right to forfeit the entire amount of the bidder and dispose the items to alternate bidder.
4. No items, once disposed to the successful bidder, shall be taken back by the Department of Defence, MoD.
5. List of unserviceable/obsolete items is at Annexure-II, along with Item-Wise price quotation format.
6. The detail list of items may be referred while submitting the bid.
7. Department of Defence reserves the right to cancel the bid, to reduce the items or to add the items for auction any time and even before or after the auction. Department of Defence has also the right to reject all or any bidder in whole or part without assigning any reason thereof.
8. The bidding firm shall alone be responsible for furnishing any false or wrong information and the consequences or loss thereof. Mandatory information at Annexure-I to be filled-up compulsorily.
9. Disputes, if any, shall be subject to jurisdiction in the Court of Delhi only.

  
(Pankaj Jha)

Under Secretary to the Government of India  
Tel.No.23014289

Copy to:-

- (i) NIC along with soft copy for putting on the website of this Ministry for wide publicity.
- (ii) CPP Portal of Government of India. (through NIC).
- (iii) SO (IT)

Government of India  
Ministry of Defence  
Department of Defence  
D(Estt. 2/Genl.1)

\*\*\*\*\*

Contractor/bidder's details (Mandatory Information)

Non filling up the Mandatory Information and  
Non –submission of document will attract cancellation of bid.

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

| Sl. No. | Description  | Information                  |  |
|---------|--|------------------------------|--|
| 1.      | Name of the Applicant/Firm   |                              |  |
| 2.      | Nationality  |                              |  |
| 3.      | Address (attach separate papers for address of other officers) Enclose Voter ID/Electricity Bill/Landline telephone bill/Aadhar or any other authenticated copy of address proof). | Registered Office            |  |
|         |  | Head Office                  |  |
| 4.      | Telephone Number   | Landline/Mobile no.          |  |
|         |  | Tel/Fax No.                  |  |
|         |  | e-mail address               |  |
| 5.      | Other details (enclose copies)   | PAN details                  |  |
|         |  | GST Registration Number      |  |
| 6.      | Whether Registered vendor/firm (attached documents)  |                              |  |
| 7.      | Details of Bank account (enclosed copy of front page of pass book & personalized cancelled cheque)   | Account No.                  |  |
|         |  | Type of Account              |  |
|         |  | Name of Bank                 |  |
|         |  | Name & address of the branch |  |
| 8.      | Earnest Money Deposited (EMD)  | Amount in Rs.                |  |
|         |  | Bank draft/pay order No.     |  |
|         |  | Date of Issue Bank           |  |
|         |  | Name of issuing bank         |  |
|         |  | Address if the issuing bank  |  |

|   |                         |  |
|---|-------------------------|--|
| C | Certificate/Undertaking | I/we (including all partners) certify that I/we have carefully read the terms and conditions mentioned in the tender enquiry form and shall abide by them. Information given is true to the best of my/our knowledge. I/we agree to the forfeiture of the Earnest Money Deposit if, I/we fail to comply with all or any of the terms and conditions in whole or in part as laid in the Tender Enquiry Notice, which would constitute and have force of a contract between me/us and the DoD, If I/we am/are declared a successful bidder. I/we hereby declare the items mentioned in the Schedule to this notice will be used for bonafide/lawful purpose only as per the guidelines of MoEF &/CCm Government of NCT Delhi or any other office/Department applicable in the matter. I/we hereby also certify that, I/we have signed all the pages of the document with my/our conscious and nobody from this Department influenced/compelled to do so. |
|---|-------------------------|--|

Documents to be attached with bid:

- a. Address proof (Electricity bill/Aadhar card/driving license/voter I-Card, etc)
- b. Copy of PAN card
- c. Copy of GST registration (If any)
- d. Copy registration & authorization for disposal of e-waste
- e. EMD Fee
- f. Bank account details (passbook/cancelled cheque leaf copy)

Signature of the bidder(s) with Stamp

Obsolete/Unserviceable items lying in Sena Bhawan

| S.No | Name of the Items   | Total No. |
|------|---------------------|-----------|
| 1    | Photocopier machine | 19 Nos    |
| 2    | Water Dispensers    | 37 Nos    |
| 3    | Shredder machine    | 25 Nos    |
| 4    | Hot case            | 19 Nos    |
| 5    | Pedestal fan        | 10 Nos    |
| 6    | TV                  | 07 Nos    |
| 7.   | Fridge              | 03 No     |
| 8    | Desert Cooler       | 01 No     |
| 9    | Almirah             | 02 No     |
| 10   | Wooden Pot rack     | 02 No     |
| 11   | Glass rack          | 01 No     |
| 12   | Table               | 50 No     |
| 13   | Steel rack          | 20 No     |
| 14   | Chair               | 300 No    |
| 15   | Rack                | 02 No     |
| 16   | Trolley             | 02 No     |
| 17   | Sofa(2 seater)      | 01 No     |
| 18   | Sofa(Single)        | 01 No     |
| 19.  | Scrap items         | 1000 Kg   |

Obsolete/Unserviceable items lying in Sena Bhawan/South Block

| S.No | Name of the Items     | Qty.                 |
|------|-----------------------|----------------------|
| 1    | CPU                   | 34                   |
| 2    | Laserjet Printer      | 47                   |
| 3    | UPS                   | 15                   |
| 4    | Fax Machine           | 06                   |
| 5    | Monitor               | 34                   |
| 6    | Keyboard              | 60                   |
| 7    | Mouse                 | 30                   |
| 8    | Used Toner            | 300                  |
| 9    | Multifunction Printer | 03                   |
| 10   | UPS Battery           | 20(Small)<br>06(Big) |