



National Institute of Electronics & Information Technology, Calicut

Ministry of Electronics & Information Technology,
Government of India

TENDER NOTICE

SEALED TENDERS ARE INVITED FOR DISPOSAL OF
CONDEMNED/OBSOLETE/UNSERVICEABLE ITEMS (e-Waste)
FROM VALID LICENSE HOLDERS FOR DISPOSING/RECYCLING
E-WASTE ON "AS IS WHERE IS" BASIS. FOR DETAILS, VISIT OUR

WEBSITE: <http://nielit.gov.in/calicut/>

PB No. 5 NIT Campus Post, Calicut 673601 (KERALA)



राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान
NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY

(आई एस ओ 9001:2008 प्रमाणित) (ISO 9001:2008 CERTIFIED)
(इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार की एक स्वायत्त वैज्ञानिक संस्था)
(Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)
पो.बो. नं. 5, एन.आई.टी. कैम्पस पोस्ट, कलिकट-673601, केरल, भारत P.B. No. 5, NIT Campus Post, CALICUT - 673 601, KERALA, INDIA
Phone : (0495) 2287266, Fax : (0495) 2287168, Web : <http://nielit.gov.in/callcut>

DISPOSAL OF OBSOLETE EQUIPMENT ON "AS-IS-WHERE-IS BASIS"

only through

Recyclers/Re-Processors registered under Central Pollution
Control Board, Govt. of India for Electronic waste and other items

Last date for Submission Bid : 30 Jan 2018

Sir/Madam,

Sealed quotation is hereby invited from valid license holders/Re-cyclers/Re-Processors registered under Central Pollution Control Board, Government of India for e-Waste and having their office situated in Kerala or Andhra Pradesh or Karnataka or Tamil Nadu or Puducherry.

If you are in a position to quote strictly conforming to the Instructions, meeting all requirements, Terms and Conditions and in accordance with the requirements detailed in the tender documents, please submit your Tender being the Technical cum Price Bid in sealed envelope, superscribing "Tender for Disposal of Obsolete items- 2017-18" exactly as detailed in the enclosed General Instructions.

Please read carefully the Instructions, Terms and Conditions given in the Tender Documents and satisfy yourself that you are meeting all requirements before submitting tender.

Thanking you,

Yours faithfully,


Joint Director (F&A)

Encl: Tender Documents



रा.इ.सू.प्रौ.सं
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TENDER DOCUMENTS

DISPOSAL OF OBSOLETE EQUIPMENT ON "AS-IS-WHERE-IS BASIS"

only through

Recyclers/Re-Processors registered under Central Pollution
Control Board, Govt. of India for Electronic waste and other items

Last date for Submission Bid : 30 Jan 2018

1	Nature of Items	:	Obsolete Computer, Key-Boards, Mice, Monitors, and other item. List of Items attached as Annexure "A"
2	Location of the Items	:	National Institute of Electronics and Information Technology (NIELIT), Post Box No. 5, NIT Campus Post, Calicut – 673601 (KERALA)
3	Tender form available at (Only forms downloaded from the website indicated should be used. No cost for Tender Forms)	:	www.calicut.nielit.in/Government Procurement/ Publishing Portal
4	Contact Person	:	A. Baradharajan, Joint Director (F&A) NIELIT, Calicut – 6736 01 Mobile : 07560890232 e-mail : abr@nielit.gov.in
5	Date and Time for <u>Visual Inspection</u> of Items	:	On all working days between 15 Jan 2018 to 29 Jan 2018 (Monday to Friday) during normal working hours from 10: 00 AM to 4:00 PM
6	EMD Amount Rs.	:	Rs. 20000/- to be deposited by NEFT/RTGS only into the SBI Account No: 10401158037 (IFSC: SBIN0002207) with SBI, NITC Branch, Calicut.
7	Due Date for submission of Bid	:	30 Jan 2018, if the due date happens to be a holiday for the Centre, the due date will be next working day
8	Date of Opening of Bids :	:	31 Jan 2018 3:00 PM (Duly authorized agents of the bidder shall be allowed to witness the bid opening process, if they are present)
9	Bid Submission Place (NIELIT shall not be responsible for late Receipt of the bid submitted from any bidder)	:	Bid may be submitted in a sealed envelop superscribed with "BID for Disposal of e-Waste" either by registered/speed post or by courier or may be deposited at the "Tender Box" kept at National Institute of Electronics and Information Technology (NIELIT), Post Box No. 5, NIT Campus Post, Calicut – 673601 (KERALA)
10	Due date for takeover of disposed items	:	Within 3 weeks from the receipt of communication.

Page 2/7



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Pre-Qualifications/Conditions

1. The bidder should have a valid license/permission/authorization from appropriate authorities (Central Pollution Control Board, State Pollution Control Board etc) for dealing with type/nature and quantity of e-waste and other items as mentioned in the list of items being disposed. The validity of the license should cover the period from the date of bid till disposal of the e-waste.
2. The license of the bidder should be complete enough to cover the type/nature and quantity of the e-waste mentioned in the list.
3. The bidder should have previous experience of disposing of the e-waste of similar organizations like Government Organisations/Engineering Colleges/Institutes etc. Proof of involvement in the form of certificates from the concerned Organisations should be attached with the tender form.
4. The bidder should have a valid Registration under Income Tax and GST laws.
5. The bid amount or quote of the bidder should be final and inclusive of all taxes. No request for increase/decrease or change in the quote or any Terms & Conditions will be entertained.
6. The bid should be valid upto 31 Mar 2018.
7. The bidder must fulfill the above eligibility criteria/ pre-qualification conditions for evaluation of their bids. Bid of bidders fulfilling the above eligibility/ pre-qualification conditions will only be evaluated further by the duly constituted committee for the purpose.
8. Bids of the bidders not fulfilling the eligibility/ pre-qualification conditions given above may be summarily rejected. (The bids received after the due date and those which do not have EMD are summarily rejected)

Evaluation Criteria

The items shall be sold / auctioned to the qualified Highest Price Bidder (H-1).

In case of a tie in the quoted price following steps will be adhered to:-

- a) The price quoted by the bidders who are under tie will be asked to re-submit revised sealed quoted price in a fixed period of time as notified by Institute.
- b) The revised quoted price must be higher than the price quoted earlier.
- c) If again there is a tie then process from a) will be repeated.
- d) If the highest quoted bidder (H1) denies to execute the work and then second highest quoted bidder (H2) will be asked match the price quoted by highest quoted bidder (H1). If the bidder accepts the offer then the work will be awarded to the bidder and if not the offer will be extended to the subsequent bidders till any bidder accepts to the offer.



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EMD

1. An Earnest Money Deposit (EMD) of Rs. 20,000/- must be deposited by e-payment (NEFT/RTGS) in the Bank Account of National Institute of Electronics and Information Technology, Calicut No. 10401158037, (IFSC : SBIN002207) with State Bank of India, NITC (CREC) Branch, Calicut – 673601.
2. No interest is payable for the Earnest Money Deposit.
3. The Earnest Money Deposit (EMD) of the successful bidder shall be adjusted in the bid forthwith. The EMD of the unsuccessful bidder shall be returned without any interest within one month of the completion of disposal of items.
4. The EMD may be forfeited, if a Bidder withdraws his bid during the period of bid validity, specified by the Bidder in the Bid and/or on submission of false documents/undertaking.
5. The EMD may also be forfeited, if the bidder refuses –
 - a) to execute the order/work after placement of order/award of work;
 - b) to enter into a contract after the award of contract/work/order;
 - c) to comply with the obligations under contract/order after award of the contract/placement of order

Terms & Conditions

1. The bidders may visually check the items during normal working hours of the Institute from 15 Jan 2018 to 29 Jan 2018 (Excluding Saturdays, Sundays and Closed Holidays) and satisfy themselves before quoting/submitting the financial bids / rates.
2. The successful bidder should remit 100% of the bid amount only by NEFT/RTGS to the Bank A/c No. 10401158037 (IFSC : SBIN002207) with State Bank of India, and take over all items within 15 days of getting intimation about the selection of his bid. No picking, choosing or sorting will be allowed in the premises of the Institute for the disposal lots.
3. Each page of the tender document should be sealed and signed by the bidder (s).
4. Incomplete and unsigned Quotations are liable to be rejected without any reference
5. The financial bid should be quoted both in figures and words. Any overwriting or erasing in the figure shall not be considered for acceptance of the rates offered by the tenderer. If there is difference between the amount mentioned in figures and in words, the amount mentioned in words shall be considered as bid.



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6. The Bidder must stamp and initial all pages and sign and submit all forms (if any) at the end as a token of acceptance of the Terms and Conditions.
7. The successful bidder is responsible for ensuring compliance of all statutory provisions of Local, State and Central Government.
8. The successful bidder should make own arrangement for transporting of e-waste at own labour, cost and responsibility during the normal working hours of any working day of the Institute on or before due date mentioned.
9. All the items shall be disposed off in one lot to the successful bidder and no part bids shall be entertained .
10. In case the successful bidder fails to takeover all the items disposed off in time or fails to complete the contract either in part or in full, or if it is found that he is not satisfying fully the terms and conditions, the bid of the next technically qualified bidder will be considered.
11. Items once disposed to the successful bidders shall not be taken back for any reason
12. The successful bidder has to provide the Institute with all necessary documentation /forms/ passbook entries etc. as per the prevailing Govt. of India acts, rules, guidelines, notifications etc. on getting the communication.
13. The Contractor/ purchaser shall indemnify Institute against all the losses, destruction or damages to any property or injury caused or death of any person caused by the negligent act or omission of the bidder or their Employees agent or sub-contractors.
14. Any loss or damage if occurred to the office property during the course of removing the items from the institute shall be made good at the cost of concerned bidder.
15. The award of work of disposal/removal shall not be assigned, transferred or sub-delegated to other Contractors except with the written approval of Institute.
16. The employees of National Institute of Electronics and Information Technology, Calicut and their relatives are not allowed to participate in the above auction / tender process.
17. Undertaking for subsequent submission of any of the above documents will not be entertained under any circumstances.

page 5/7



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18. Executive Director, National Institute of Electronics and Information Technology, Calicut reserves full right to alter or amend the list of equipment or any condition of the tender document, if there is/are reason(s) to do so, after duly recording the reasons.
19. Executive Director, National Institute of Electronics and Information Technology, Calicut reserves the right to accept or reject any/all bids or cancel the bidding process in totality without assigning any reason whatsoever.
20. Executive Director, National Institute of Electronics and Information Technology, Calicut reserves the right to cancel the entire bidding process in totality if the bids received are below the reserve price set.

Settlements of Disputes

All disputes or differences of any kind whatsoever that may arise between the Institute and the bidder in connection with or arising out of the contract or subject matter thereof or the execution of works/disposal, whether during the progress of works/disposal or after their completion, whether before or after determination of contract shall be settled as under:-

Conciliation

All such disputes or differences shall in the first place be referred by the bidder to the Institute in writing for resolving the same through mutual consultations, discussions, negotiations, deliberation etc. associating representatives from both the sides and concerted efforts shall be made for reaching amicable settlement of disputes or differences by Conciliation.

Arbitration

It is a term of this contract that Arbitration of disputes shall not be commenced unless an attempt has first been made by the parties to settle such disputes through mutual settlement.

- If the Bidder is not satisfied with the settlement by the Institute on any matter in question, disputes or differences, the Contractor / Bidder may refer the disputes to the Executive Director of the Institute in writing to nominate an Arbitrator to resolve such disputes or differences through Arbitration provided that the demand for Arbitration shall specify the matters, which are in question or subject of the disputes or differences as also the amount of claim, item wise. Only such dispute(s) or difference(s) in respect of which the demand has been made, together with counter claims of the institute shall be referred to Arbitrator as the case may be and other matters shall not be included in the reference.

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Page 6/7



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- All disputes shall be resolved by Arbitration conducted under the Arbitration and Conciliation Act, 1996 by sole Arbitral Tribunal to be appointed by Executive Director of the Institute.
- The Arbitration proceedings shall be governed by the provisions of the (Indian) Arbitration and Conciliation Act 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the Arbitration proceedings under this Clause.
- The language of proceedings, documents or communications shall be English and the award shall be made in English in writing.
- The venue of Arbitration proceedings shall be Calicut, Kerala and parties would share equally the cost of arbitration proceedings including fees of the Ld. Arbitrators.
- The fees and other charges of Arbitrators shall be as per the standard schedule of fees fixed by Institute and shall be shared equally between the Institute and the Bidder.

Settlement through Court

It is a term of this contract that the Bidder shall not approach any Court of Law for settlement of any disputes or differences unless an attempt has first been made by the parties to settle such disputes or differences through Arbitration.

Jurisdiction of Courts

The courts of Calicut, Kerala will have exclusive jurisdiction to try and entertain suits between the parties under the Contract



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BID FORM – Page 1/2

(Bidders are requested to furnish the Bid Form in the Format given in this section, filling all the Blank)

(Note: The form should be filled up legibly without any corrections. Forms with corrections/cuttings are liable for rejection)

To

Executive Director, NIELIT Calicut

Post Box No. 5, NIT Campus Post, Calicut – 673601, Kerala

Dear Sir,

Having examined the Bidding documents, we the undersigned offer to undertake the job of "Disposal of old & obsolete items as per the list attached with tender documents as Annexure "A" on 'As Is Where Is Basis' located at National Institute of Electronics and Information Technology, Calicut.

We agree to abide by this bid-offer for the current financial year (2017-18) i.e. till 31.3.2018 and the conditions of this offer shall remain effective and binding upon us for acceptance at any time before the expiry of the said period.

We have deposited Earnest Money as demanded through online transfer by NEFT to the Bank Account Number : 10401158037 (IFSC: SBIN002207) with State Bank of India, NITC Branch. The UTR No (Unique Transaction ID) :

Our complete total offer for disposal of all obsolete items as mentioned in the tender document is

Rs. _____ (In words Rupees)

which is inclusive of all taxes, levies, transportation etc

This bid, together with written acceptance thereof by the Institute and Order/Notification of Award of Work, shall constitute a binding contract between us and the Institute.

We understand that the Institute reserves the right to accept/reject any/all bid(s), without assigning any explanation or reason whatsoever and decision of Institute management on the subject shall be final and binding on all Bidders.

I/We have gone through the terms & conditions given in the quotation documents & agree with the same. I/We understand that in the event of non-compliance of terms & conditions of the quotation my/our EMD may be forfeited by NIELIT Calicut.

We also certify that all particulars provided by us in the bid document is correct

Dated, this day of 2018

Signature

(In capacity of)

Duly authorized to sign this bid for and on behalf of

(Name and Address of the Bidder with official seal)(Affix Official Seal)

Encl.: As above



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BID FORM – Page 2/2

(Note: The form should be filled up legibly without any corrections,
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Details about the bidder

1	Name of the Bidder	:	
2	Address of the Bidder (Include Contact Mobile/e-mail)	:	
3	GST Registration Details (attach self attested copy of certificate)	:	
4	PAN (attach copy of PAN Card)	:	
5	Central/State Pollution Control Board Registration/License Details (attach self attested copy of certificate(s))	:	
6	Whether the pollution control board certificate covers the list of items being disposed of - both type/nature and quantity	:	
7	Bank Account Number of the bidder (The account should be enabled for NEFT) Financial transactions shall be done through this bank account only.	:	
8	ISFC of the Bank/Branch in which the Bank Account of bidder is maintained	:	
9	Details of Previous Experience for the last 3 years (Self attested copy of proofs – work orders, completion certificates should be attached in each case)	:	
	Name of the organization	:	Nature of Involvement in the disposal of e-waste
a)			
b)			
c)			
d)			

It is certified that all particulars provided above by us and in the bid document is correct

Dated, this day of2018

Signature

(In capacity of)

Duly authorized to sign this bid for and on behalf of (Name and Address of the Bidder with official seal)

Encl.: As above