

**Govt. College of Teacher Education**

**Dharamshala, Dist. Kangra, Himachal Pradesh-176215**

No.: 953

Dated: 28/07/2022

**NOTICE INVITING TENDER FOR DISPOSAL OF E-WASTE**

**Bid Information Sheet**

Document Description	Tender Document for "Disposal of E-Waste" at the Office of the Principal, Govt. College of Teacher Education, Dharamshala, Dist. Kangra, HP
Bid Submission	The documents (Section I to III and Annexures A and B) will be available on website : <a href="https://www.gctedharamshala.ac.in/tenders">https://www.gctedharamshala.ac.in/tenders</a> . These documents can be used for submitting the bid through a registered post/ speed post.
Last Date and Time of Submission of Bids	16 August, 2022 (04:00 AM)
Bid Opening	17 August, 2022 (11:00 AM)
Bid Validity	Three Months from the last date of submission of tender.
Bid Security	Rs. 3,000/- (Rupees Three Thousand only) in the form of Demand Draft drawn on any Nationalised Bank in favour of "The Principal, Govt. College of Teacher Education, Dharamshala, Dist. Kangra, HP" payable at 'Dharamshala.
Address for the Submission of the Response to this Tender Notice	The Principal, Govt. College of Teacher Education, Dharamshala, Dist. Kangra, HP- 176215
Important Note: Prospective Bidders are requested to remain updated for any notices/amendments/clarifications etc. to the Tender Document through the website <a href="https://www.gctedharamshala.ac.in/tenders">https://www.gctedharamshala.ac.in/tenders</a> . No separate notifications will be issued for such notices/ amendments/ clarifications etc. in the print media or individually.	

## SECTION I

### 1.1 Document Purpose

Office of the The Principal, Govt. College of Teacher Education, Dharamshala, Dist. Kangra, HP, on behalf of The Director, Directorate of Higher Education, Shimla, invites sealed bids from the registered Recycler/ Preprocessor of E-waste, registered with Central Pollution Control Board, Ministry of Environment and Forests, Government of India or with any State Government Pollution Control Board for disposal of E-Waste items viz. Desktop computers, CRT Monitors, Printer, Servers, Scanners, UPS, and used cartridges of printers "As is where is basis". The detailed list of the disposable E-Waste items is mentioned below:

Sr. No.	Name of Items	Make/ Model	Quantity
1	Computer System	HCL Ezeebee PC	5
2	Computer System	Dell PC Pentium 4 PC 256 MB RAM	9
3	Computer System	Dell Optiplex PC 2 * 256 MB RAM	7
4	Computer System	Wipro 920/1100 (1997)	1
5	Computer System	Wipro 450/5 x 66 (1997)	4
6	Computer System	HCL Computer Infinity Pro	3
7	Computer System	HCL Computer Infinity True BL 1280 17"	8
8	Computer System	HCL Server Infinity Global Line	1
9	Networking Switch	D-Link 16 Port Switch	2
10	Networking Switch	D-Link 8 Port Switch	3
11	Pen Drive	-	5
12	Printer	HP LaserJet 1010	1
13	Printer	DMP LQ 1050	2
14	Printer	DMP HQ 1070	1

15	Software	-	3
16	Speakers	Ahuja	2
17	Speakers	-	3
18	Amplifier	Ahuja	1
19	Microphone	Ahuja	1
20	Computer Monitor	SVGA 14" non Interfered Monitor	1
21	Fax Machine	Fax Machine Brother 2820	1
22	Photocopy Machine	Toshiba Photocopier e-207	1
23	Projector	Toshiba TLP-X3000	1
24	Projector Screen	-	1
25	Online UPS 5 KVA	-	2
26	UPS 1 KVA	-	1
27	CVT 1 KVA	-	2
28	UPS 500 VA	-	3

## 1.2 Location of the Items

The above mentioned E-Waste items are lying in the campus of Govt. College of Teacher Education, Dharamshala, Dist. Kangra, HP-176215.



## SECTION -II

### INSTRUCTIONS TO BIDDERS

#### 2.1 Minimum Eligibility Criteria

The bidder(s) should fulfil the following minimum eligibility criteria mentioned below:

Sr. No.	Minimum Eligibility Criteria	Supporting Documents to be submitted
1	The bidder should be registered under Companies Act, 1956 or should have valid Trade Licence.	Copy of valid Company Registration Certificate / Certificate of Incorporation / Trade Licence.
2	The bidder should have a valid PAN Card and GST Registration certificate.	(a) Copy of PAN Card. (b) Copy of GST registration certificate.
3	The bidders should be a Recycler of E-waste, authorised by Central Pollution Control Board, Ministry of Environment and Forests, Government of India. OR The bidders should be a Recycler of E-waste, authorised by any State Government Pollution Control Board.	The bidders should enclose the self-attested copy of the Authorisation Certificate issued by the Central Pollution Control Board or by any State Government Pollution Control Board.
4	Bid Security	Rs. 3,000/- (Rupees Three Thousand only) in the form of Demand Draft drawn on any Nationalised Bank in favour of "The Principal, Govt. College of Teacher Education, Dharamshala, Dist. Kangra, HP" payable at 'Dharamshala.

#### 2.2 Inspection of the disposable E-Waste items

The disposable items may be inspected by the bidder or any authorised representative(s) to satisfy themselves about quality, quantity, usefulness etc. of the items they are bidding for from **01/08/2022 to 05/08/2022 on working days** between 11:00 AM to 02:00 PM by reporting at the office of The Principal, Govt. College of Teacher Education, Dharamshala, Dist. Kangra, HP, only on production of valid ID Proof/authorization by the firm under prior

intimation to The Office of The Principal (01892-223140). No claim thereafter shall be entertained.

### **2.3 Procedure for Submission of Bid**

- a) Tenders are invited in two bid system (i) Techno-Commercial Bid & (ii) Price Bid. The "Techno-Commercial Bid" & "Price Bid" are to be put in two separate envelopes superscripted as "Techno-Commercial Bid" & "Price-Bid" respectively and sealed properly and both the envelopes are to be put in another envelope and sealed with superscription **"BID FOR DISPOSAL OF E-WASTE"** and addressed to the **"Principal, Govt. College of Teacher education, Dharamshala, District Kangra, Himachal Pradesh-176215"** which must reach at this office on or before 16 August, 2022 (04:00 AM). The bids will be opened on 17 August, 2022 at 11:00 AM.
- b) No tenders shall be received after the due date and time mentioned above.
- c) The Principal, GCTE Dharamshala reserves the right to accept / reject any tender without assigning any reason. It may be noted that tenders incomplete in any respect or conditional tender are liable for rejection.

### **2.4 Bid Price**

- a) The prices should be quoted in Indian Rupees only.
- b) The price quoted shall be on a fixed price basis and shall include all applicable costs, charges, taxes and duties. All other charges, duties and other outgoings, what so ever of every description shall be paid by the bidder. No price variation on any account shall be considered.

### **2.5 Opening of Bids and Evaluation Parameter:**

Evaluation of the proposal will be done in three stage, i.e. Pre- Qualification, Technical & Financial:

- a) The Technical Evaluation consists of detailed scrutiny of the proposal.
- b) The Bidders who qualify in the Technical Evaluation will be considered for opening of Financial Bids.

### **2.6 Evaluation of Minimum Pre-Qualifying/Eligibility Criteria**

- a) For the evaluation of Minimum Pre-Qualifying/Eligibility Criteria, the documents furnished by the Bidder will be examined to check if all the eligibility requirements mentioned in the para 2.1 are fulfilled.
- b) Proposals not meeting the pre-qualification criteria shall be rejected and will not be considered further.



## **2.7 Technical Evaluation**

The Technical Evaluation Committee shall evaluate and scrutinise the proposal in detail along with the Bid Application Form as mentioned in Annexure-A.

## **2.8 Award of Contract:**

- a) The Office will issue a Letter of Award to the successful bidder whose bid has been determined to be substantially responsive and accepted by this office.
- b) The Letter of award is required to be acknowledged by the awardee on the duplicate copy duly stamped and signed by the authorised signatory.


## **2.9 Right to accept any bid, reject any or all bids**

This office reserves the right to accept any bid, and to annul the tender process and reject all bids at any time prior to award of contract or to split up the entire lot of the articles to more than one bidder, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the action taken. In case of any disputes pertaining to the Tender, the decision of this office shall be final and binding.

## **2.10 Sub-Contract:**

Neither the contract nor any right granted under the contract may be sold, leased/sublet, assigned, or otherwise transferred, in whole or in part, by the bidders, and any such attempt to sell, lease, assign or otherwise transfer shall be void and of no effect. The bidder shall not permit anyone other than its personnel to perform any of the work, service or other performance required by the vendor under the contract.

**2.11 Canvassing:** No bidder is permitted to canvas on any matter relating to this tender. Any bidder found doing so may be disqualified and his bid may be rejected.

  
Principal  
Govt. College of Teacher  
Education,  
Dharamshala (Kangra), H.P.

### **SECTION -III**

### **TERMS AND CONDITIONS**

1. The entire disposable computer hardware items will be sold as a single lot to the successful bidder(s) and no part quotation will be considered. The articles will be sold on the assumption that the Bidder has inspected the unserviceable computer hardware items and is fully aware of the condition of the entire articles they are interested in buying.
2. The successful bidder(s) have to pay the full amount in the form of Demand Draft in favour of "The Principal, Govt. College of Teacher Education, Dharamshala, Dist. Kangra, HP " payable at 'Dharamshala. within five working days after the receipt of the Work Order from this end, failing which the offer will be treated as cancelled and the Bid Security of the firm shall be forfeited.
3. The successful bidders shall be required to lift all the items at his own cost from the disposal site to his premises within two weeks after depositing the full amount. On failure to do so, the office shall have the right to forfeit entire amount of the bidder including Bid Security and the said bidder(s) will have no right to claim the said articles. This office will have full right to dispose of the articles in any other manner deemed fit as decided by the competent authority. Segregation/Dismantling of material is not allowed in the premises of the Department.
4. The cost of lifting and transportation of the disposable hardware items from this office premises are at the responsibility of the bidder/s and will be borne by themselves.
5. No items, once disposed of to the successful bidder, shall be taken back by this office. on any condition whatsoever.
6. No extension of time limit will be granted for payment of the full amount of the quotation and or removal of articles from this office premises.



**Bid Application Form for disposal of E-waste**

Name of the Bidder:

Address:

Contact No:

Name of the Contact Person:

Mobile No:

Bid Security Deposit Details:

DD No.	Date	Amount	Issuing Bank and Branch	Bank Address

7. Self-attested Copy of the Registration Certificate issued by the Central Pollution Control Board or by any State Government Pollution Control Board is enclosed: YES / NO

**CERTIFICATE AND DECLARATION**

- (a) We confirm that we satisfy the qualifying criteria and have attached the requisite documents as documentary proofs. In case you require any further information/ documentary proof in this regard during evaluation of our bid, we agree to furnish the same in time to your satisfaction.
- (b) It has been certified that all information provided in tender form is true and correct to the best of my knowledge and belief. We hereby declare that our proposal is made in good faith, without collusion or fraud. No forged /tampered document(s) are produced with tender form for gaining unlawful advantage.
- (c) In case it is established that any information provided by us is false / misleading or in the circumstances where it is found that we have made any wrong claims, the tenderer is also authorised to blacklist our firm/company/agency and debar us in participating in any tender/bid in future.
- (d) I/We assure that neither I/We, nor any of my /our workers, will do any act which is improper/illegal and will indulge in any such acts during the execution in case the tender is awarded to us.
- (e) I/We assure that I / We will NOT be outsourcing any work specified in the tender document, to any other firm.
- (f) Our Firm / Company / Agency is not blacklisted or banned by any Govt. Department, PSU, University, Autonomous Institute or any other Govt. Organisation.
- (g) I/We certify that, I have understood all the terms & conditions, as indicated in the tender document, and hereby give our unconditional acceptance to the same.
- (h) I/We, further certify that I/We, possess all the statutory mon-statutory registrations, permissions, approvals, etc., from the Competent Authority for providing the requisite services.



(i) We have inspected the disposable computer hardware items and are interested in purchasing the same on "As is where is basis". We are aware about the conditions of the disposable E-Waste items and there will not be an objection about the condition of the items during handing over/lifting.

Place:

Date:

Authorised Signatory  
(For and On behalf of the agency/company with official seal)

(On the letterhead of the bidder)

Format for submitting item wise price bid for items proposed to be disposed off.

Sr. No.	Name of the Item	Make/ Model	Quantity	Unit Price	Total Price	Remarks if any

Total Bid Price:

Authorised Signatory  
(For and On behalf of the agency/company with official seal)