

TENDER DOCUMENT

FOR

1. DISPOSAL OF OBSOLETE / UNSERVICEABLE OLD ELECTRONIC / IT EQUIPMENTS (E-WASTE).

and

2. SCRAP AND OTHER OFFICE WASTE INCLUDING- FURNITURE/MACHINES AND MISCELLANEOUS ITEMS.

On

“AS IS WHERE IS, BASIS”

(Cost of Tender Document = Rs. 1000/- for Each Type of Auction)
(EMD amount = Rs. 15,000/- for Each Type of Auction)

Total pages including cover page – 09 pages



GOVT. WOMEN'S POLYTECHNIC COLLEGE
SHIVAJI NAGAR, BHOPAL, M.P.

E- bids are invited from:

1. The recycler/ preprocessors of **E-waste** registered with MOEF/Central Pollution Control Board/ M.P. State Pollution Control Board/any other State Pollution Control Board etc. for disposal of **old/obsolete/used IT Equipment** like Desktop Computers, Printers, Lab Equipments, Air Conditioners etc. on “As is where is basis”
and
2. Reputed scrap dealers/vendors for disposal/sale of **Scrap and other office waste including-furniture/machines and miscellaneous items** on “As is where is basis”.

1- Download and submit the bid online from <https://www.mptenders.gov.in> and documents can also be downloaded from the institute Website: www.gwpbpl.ac.in from 10 /01/2024.

2- **Details of Bid:**

- (i) Bid reference: **Tender No.: GWPBPL/Scrap & E-waste /2024**
Date: 10 /01/2024
- (ii) Last date and time to submit the online bid: **27/01/2024** up to **05:00 PM**
- (iii) Date and time for opening of bids: **29/01/2024** at **12:00 NOON**
- (iv) Place of opening the bid/Address for communication:
Govt. Women’s polytechnic College
6 No. Bus Stop, Shivaji Nagar, Bhopal
- (v) Cost of Tender document: **Rs. 1000/- (rupees one thousand only)** and **EMD: Rs. 15,000 /- (Fifteen Thousand Only)** separately for each type of tender payable by net banking /RTGS/NEFT, in favour of “PRINCIPAL, GOVERNMENT WOMEN’S POLYTECHNIC COLLEGE, BHOPAL”.
- (vi) Date of Inspection of material on as is where is basis: Till : **25/01/2024** up to **02:00 PM.**
- (vii) Contact Person: Officer in charge.

3- **Mandatory Documents:**

All bidders must enclose:

- a. Copy of valid GSTN registration certificate.
- b. Bidders of **E-waste tender** must submit copy of valid registration certificate from Ministry of Environment and Forest /Central Pollution Control Board / M.P. State Pollution Control Board/ any other state pollution control board etc. regarding **disposal of E-waste**, in addition to the above.

4- **Period of validity of Bid:-**

The bid shall remain valid for **60 days** after the date of bid opening. If any bidder withdraws his tender before the said period, Principal, Govt. Women’s polytechnic College, Bhopal shall be at liberty to forfeit the bid security amount absolutely.

5- General Terms and Conditions: -

- (i) GST or any other taxes/duties as applicable at the time of auction shall be charged extra.
- (ii) Each page of tender document should be signed by the bidder (s) in token of acceptance of terms and conditions of tender.
- (iii) Incomplete and unsigned quotations are liable to be rejected.
- (iv) Tender form is attached with the tender notice as Annexure “A” (for Old obsolete E-waste) and Annexure “B”(Items Scrap and other office waste).
- (v) The successful bidder of **E-WASTE** tender needs to submit an undertaking that all the e-waste will be disposed off as per latest **E-WASTE** (Management and Handing) Rules notified by Ministry of Environment and Forest, GOI, NGT or any amendment thereof.
- (vi) An **earnest money Deposit of Rs. 15,000/- (Rupees Fifteen Thousand only)** must accompany each bid. This shall be submit online in the form of net banking/RTGS/NEFT in favour of “Principal, Govt. Women’s polytechnic College, Bhopal” Payable at “BHOPAL” without which the tender shall be summarily rejected. No. Cheque/money Order shall be accepted. The EMD deposit shall not attract any interest.
- (vii) The bidders may inspect the items on predetermined dates and satisfy themselves about the items they are bidding for.
- (viii) The items shall be sold to the **highest price of bidder.**
- (ix) The Earnest Money Deposit of the successful bidder shall be adjusted in the bid forthwith. The EMD of unsuccessful bidders shall be returned within one month of the auction date, without any interest.
- (x) Govt. Women’s polytechnic College shall take no items, once disposed to the successful bidder, back.
- (xi) The successful bidder has to make full balance payment in the form of Demand Draft/pay order of any Nationalized/Schedule Bank drawn in favor of “Principal, Govt. Women’s polytechnic College, Bhopal” payable at “BHOPAL” within 7 working days after confirmation, failing which the offer may be canceled and EMD shall stand forfeited.
- (xii) The successful bidder shall be required to lift all the items from the disposal site to his premises within 7 working days after the payment of the quoted amount. On failure to do so, Principal, Govt. Women’s polytechnic College, Bhopal shall have the right to forfeit the entire amount of the bidder and dispose the items to alternate bidder.
- (xiii) Final decision to accept/reject single or all the bids shall be taken by the Principal, Govt. Women’s polytechnic College, Bhopal.
- (xiv) The successful bidder shall be required to install Heavy Electronics Weight Machine to weigh (Scrap and other office waste) in the college premises with own expenses
- (xv) All the other expensive like labour charges, transportation charges, weighing charges etc, liable to pay by bidder itself.
- (xvi) All legal disputes related to the above tender shall be subjected to Bhopal jurisdiction only.

6. Bidding Procedure

- i. Bid shall be submitted online in the prescribed format.
- ii. No Bid will be accepted after this date and time under any circumstances.
- iii. This office will not be responsible for any delay and also for reasons beyond the control of this office.
- iv. Each Bid must be accompanied by a **tender document fees of Rs.1000/- (rupees one thousand only)** and **bid security (EMD)** of the amount of **Rs. 15,000/- (Rupees Fifteen Thousand only)** submit online in the form of net banking/RTGS/NEFT in favour of “Principal, Govt. Women’s polytechnic College, Bhopal” .
- v. Bids without EMD and tender fees will be summarily rejected.
- vi. No exemption allowed for EMD and tender fee.
- vii. All relevant Government rules and regulations will be final and applicable & binding to all bidders.

7- Online Submission of Bids: -

- (i) The bids should be submitted in the prescribed bid format given in “Bidding Procedure” of this document. All columns of the bid form should be filled. Any additional information should be enclosed separately and referred to in the relevant column of the bid form.
- (ii) No bid may be modified subsequent to the deadline for submission.

8- Online Opening of Bids: -

- (i) Principal, Govt. Women’s polytechnic College, Bhopal / or his representative will open the bids after scheduled time, date and venue in the presence of the bidder’s representatives who choose to attend.
- (ii) The bidder’s representatives who will be present shall sign in the designated register evidencing their attendance. In the event of the specific bid opening date being declared a holiday, the bid shall be opened at the same time and location on the next working day.
- (iii) The bidders’ names, bid withdrawals, presence of bid security and such other details as the Principal, Govt. Women’s polytechnic College, Bhopal at his discretion may consider appropriate will be announced at the of bid opening.

9- General information and instructions to Bidders: -

(Set of documents should be prepared in following manner for submission)

- i. EMD of Rs 15,000/-
- ii. Valid registration certificate from Ministry of Environment and Forest /Central Pollution Control Board / M.P. State Pollution Control Board/ any other state pollution control board etc. (Only for E-waste bid item-1).

- iii. Each and every page of bid document bears the stamp and signature of the person whose name registration exist or he/she shall be authorized legally or any representative clearly by mentioning the name.
- iv. Firm registration details (Shop & Establishment License or any other certificate).
- v. Identity proof of owner/s.
- vi. Address proof of owner/firms.
- vii. Copy of PAN card.
- viii. Copy of GST registration certificate.
- ix. Document stating bank details

ANNEXURE “A”

(Financial bid documents)

Tender No.: GWPBPL/ Old obsolete E-waste (items-1) /2024	Date: 10 /01/2024
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Tender Form for disposal of

Old obsolete E-waste items

Name &Address of the Bidder: _____

(In capital letters) _____

Contact Number/ Numbers: -----

I/We declared that I/ my representative has inspected the obsolete items, and am/are interested to purchase the same on “**As is where is basis** “. My/our consolidated offer for all the items, is given below: -

S.no.	Description	Price Quoted in rupees per kg	Price per kg Quoted in rupees (in words)
1.	<u>E- Waste items</u> : including computer and other electronic equipments/parts as is where is.		
2.	Add: Excise duty/GST or any other tax as applicable.		

(Signature of Bidder/ Bidders)

ANNEXURE “B”

(Financial bid documents)

Tender No.: GWPBPL/Scrap & others office waste (item-2) /2024

Date: 10 /01/2024

Tender Form for disposal of

Scrap and other office waste

Name &Address of the Bidder: _____

(In capital letters) _____

Contact Number/ Numbers: -----

I/We declared that I/ my representative has inspected the obsolete items, and am/are interested to purchase the same on “**As is where is basis**”. My/our consolidated offer for all the items, is given below: -

S.no.	Description (Scrap and other office waste- including furniture / machines and miscellaneous items as is where is)	Price Quoted in rupees (Per Kg)	Price Quoted in rupees (Per Kg) in words	GST (as applicable in %)
1	<u>Iron Waste</u>			
2	<u>Wooden Waste</u>			
3	<u>Old Books</u>			
4	<u>Old News Paper</u>			

(Signature of Bidder/ Bidders)

CERTIFICATE

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 EMD shall be forfeited by the Principal, Govt. Women's polytechnic College, Bhopal.

I hereby also declare the firm is registered with MOEF /CPCB/ MPPCB as authorized recycler / re-processor and having environmentally sound management facilities for collection, disposal/recycling of e-waste.

(Signature of Bidder /Bidders)

Signature: -

Name of the Authorized Signature

Designation: -

Office Seal

CERTIFICATE

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 EMD shall be forfeited by the Principal, Govt. Women's polytechnic College, Bhopal.

(Signature of Bidder /Bidders)

Signature: -
Name of the Authorized Signature
Designation: -
Office Seal