

Speed Post

# NATIONAL INSTITUTE OF BIOLOGICALS

(Ministry of Health & Family Welfare, Govt. of India)

A-32, Sector-62, NOIDA – 201 309 (U.P.)

Ph. No. 0120-2400022 / 2400072, E-mail: [info@nib.gov.in](mailto:info@nib.gov.in), Website: <http://nib.gov.in>

No. D.8-7/2010/NIB-03 (e-Waste) | 1795

Dated: 29.09.2017

03.10.17

**Due Date & Time of Submission of tender:** 23.10.2017 (03.00 PM)

**Due Date & Time of Opening of tender:** 23.10.2017 (03.30 PM onwards)

## TENDER FOR DISPOSAL OF E-WASTE

Sealed tenders are invited from the registered Recycler / Reprocessors of e-waste registered with Central Pollution Control Board (Ministry of Environment, Forests and Climate Change, Govt. of India) Delhi or UP Pollution Control Board for disposal of condemned Computers, Monitors, Keyboards, Mouse, Printers, Empty Toners and Empty Cartridges etc. as mentioned in Annexure on "As is where is" basis.

2. Such of the intending tenderers are also advised to inspect / verify the above obsolete items and satisfy themselves about the items they are bidding for:

3. Schedule of Tender:

1	Tender No.	D.8-7/2010/NIB-03 (e-Waste)
2	Tender Type	Limited
3	Tender Category	Sale
4	Amount of EMD	Rs. 3000/-
5	Amount of Tender Fee	Rs. 525/- inclusive of GST
6	<b>Date &amp; Time of Inspection</b>	On all working day (except Saturday & Sunday) between <b>03.10.2017 to 22.10.2017</b> from 3.00 PM to 4.00 PM
7	Venue of Inspection	Administrative Block, NIB, Noida
8	Date & Time of Opening of Tender	<b>23.10.2017</b> 03:30 PM onwards
9	Venue of Opening of Tender	Administrative Block
10	Officer to be contacted	Ms. Rashmi Srivastava Scientist-III & Head, IT Cell

4. The tenders complete in all respects must be received in this Institute on or before 23.10.2017 (03:00 PM). The tender can also be put in the box kept for this purpose in the Reception Hall of Administrative Block of this Institute on all working days till 3.00 PM upto 23.10.2017.

5. The tenders can also be sent by Registered Post or Speed Post addressed to the Director, National Institute of Biologicals, A-32, Sector-62, NOIDA-201 309 (UP) on or before 23.10.2017 till 3.00 PM.

6. The tender document can be downloaded w.e.f. **3<sup>rd</sup> October, 2017** from the Institute's website i.e., <http://nib.gov.in> and Tender Fee can be deposited along with the Technical Bid.

7. This office is not responsible for any kind of delay in receipt of tender within the specified date and time and the tenders received after the scheduled date and time will be rejected outright. Only one tender should be kept in one cover. The tender is non-transferable.



**(Dr. Reba Chhabra)**  
**i/c Dy. Director (Admn.)**

## TERMS & CONDITIONS FOR DISPOSAL OF E-WASTE:

1. The bidder shall have to provide services required at NIB, NOIDA
2. The bidders must enclose VAT registration / Service Tax registration / GST Registration certificate along with the tender documents.
3. Only registered Recyclers / Reprocessors of e-waste with Central Pollution Control Board (CPCB) or Delhi Pollution Control Committee or UP Pollution Control Board are required to participate. They will have to submit the copy of valid registration certificate to this effect along with tender documents and this certificate must have the validity on the last day of submission of bid.
4. **The items shall be sold to the bidder quoted Highest Price for entire lot. However, the Institute also reserve the right to sell the material to more than One Bidder according to the H-1 rates of valued items.**
5. Validity of the offer should be kept open for a period of not less than **120 days**. If any bidder withdraw his tender before the said period shall without prejudice to any other right or remedy NIB be at liberty to forfeit the EMD absolutely.
6. The Bid Security / EMD of **Rs. 3,000/-** (Rupees three thousand only) and Tender Fee of **Rs. 525/-** (Rupees five hundred twenty five only) must accompany with each bid. This shall be in the form of Demand Draft / Pay Order of any Nationalised / Scheduled Bank drawn in favour of National Institute of Biologicals, payable at New Delhi / NOIDA without which the tender shall be summarily rejected. The EMD deposit shall not attract any interest.
7. The Bid Security / EMD of the successful bidder shall be adjusted in the bid forthwith.
8. The Bid Security / EMD of unsuccessful bidders will be returned as promptly as possible as but not later than 30 days after the expiry of bid validity prescribed by the bidder, without any interest.
9. The successful bidder has to make to full balance payment in the form of Demand Draft in favour of National Institute of Biologicals, payable at New Delhi / NOIDA within **5** (Five) working days after confirmation, failing which the offer will be cancelled and EMD shall stand forfeited.
10. The successful bidder shall be required to lift all the items from the disposal site i.e., Administrative Block to his premises within **5** (Five) working days after payment of

- the quoted amount minus EMD. On failure to do so, Institute shall have the right to forfeit the entire amount of the bidder and dispose the items to alternate bidder.
11. The successful tenderer shall take the responsibility to set right any damages caused during lifting of the materials to the satisfaction of the concerned authority. On failure to do so, the entire EMD shall stand forfeited and items will be disposed to the alternate bidder.
  12. The condemned e-Waste being disposed is only for re-cycling. The use of the lifted item in any other form will lead to appropriate legal action. The **hard drives in the CPUs should be drilled into or crushed beyond usage before lifting from the premises of NIB**. The successful tenderer will be responsible to ensure this action.
  13. Incomplete and unsigned quotations will be rejected.
  14. The successful bidder need to submit an undertaking that all the e-waste will be disposed of as per E-Waste (Management and Handling) Rules, 2011 notified by Ministry of Environment and Forests, Govt. of India.
  15. The Institute reserves the right to accept or reject any offer, and or to annul the bidding process and or reject all offers at any time prior to award of contract, 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 Institute's action.
  16. RESOLUTION OF DISPUTE: All disputes arising out of this contract shall be referred to the sole arbitration of a person selected by the Company / firm out of the panel of three persons nominated by the Director, National Institute of Biologicals, and his decision / award shall be final and binding on both parties. The Arbitration shall be governed under the Indian Arbitration Act 1996 or any statutory modifications or re-enactment thereof and rules made there under and for the time being in force shall apply to the arbitration proceeding under this contract. All disputes are subject to NOIDA/DELHI Jurisdiction only.

\*\*\*\*\*

## **SUBMISSION, OPENING AND EVALUATION OF BIDS:**

1. **The offer should be submitted in two sets i.e., (i) Technical Bid (Pre-qualification) and (ii) Price Schedule.**
2. The One set [**Technical Bid (Pre-qualification)**] containing (i) NIB Tender Document duly signed and stamped as token of acceptance of tender terms & conditions, (ii) Bid Security / EMD, (iii) Tender Fee (iv) Copy of Registration with CPCB or Delhi or UP Pollution Control Board (v) copy of PAN (vi) Copy of VAT registration (vii) Copy of Service Tax registration / GST Registration (viii) copy of undertaking that all the e-Waste will be disposed of as per E-Waste (Management and Handling) Rules, 2011 notified by Ministry of Environment, Forests and Climate Change, Govt. of India and (ix) Blank Price Schedule, should be put in a sealed cover and marked as “**Technical Bid (Pre-qualification)**”.
3. All the above documents mentioned at S.No. 2 should be signed & stamped by the authorised signatory of the Company / Firm.
4. The Second Set should be sent in a separate sealed cover and should contain **Price Schedule** only (**Annexure-B**). The Price-Schedule should be clearly mentioned on the cover.
5. Both the Technical-Bid (Pre-qualification) and Price-Schedule should then be put in a single sealed cover clearly mentioned on the envelope Tender No., Tender for Disposal of E-Waste, and Due Date & Time of Opening of the tender.
6. The technical bid shall be opened first. The Price Schedule will be opened only of those tenderer whose technical bid is found to be in order and for which they shall be intimated separately about date and time by e-mail / Fax / Telephone.
7. The bidder shall be required to specifically quote rates for each category of items. A consolidated price should also be quoted and it will be taken into account while deciding award of tender. **In case the bidder has not offered their rates for any item listed in the Price Schedule, the bid shall be treated as incomplete and summarily rejected.**

8. Institute reserve the right to split the order on highest rates of respective items basis.
9. The rates must be quoted in figures and words. In case of any inconsistency in the rates quoted in figures and words, the rates quoted in words shall be taken as correct.
10. Any over-writing / cutting should be authenticated by the signature of the individual who has signed the bid. Non-adherence will lead to rejection of the bid.

## TENDER FOR DISPOSAL OF E-WASTE

### CHECK LIST

1	Name of the Tenderer	
2	Address of the Tenderer with e-mail id	
3	Telephone No. Mobile No.	
4	Registration No. under CPCB or Delhi or UP Pollution Control Board (Copy enclosed) Registration validity (date)	
5	PAN No. (Copy enclosed)	
6	VAT Registration Certificate (Copy enclosed)	
7	Service Tax Reg. Certificate / GST Registration (Copy enclosed)	
8	Copy of tender document with each page duly signed & stamp by the authorised signatory	
9	Copy of undertaking that all the e-waste will be disposed of as per E-Waste (Management and Handling) Rules, 2011 notified by Ministry of Environment & Forest	
10.	EMD details Tender Fee details	
11.	Clients Detail (List to be enclosed)	

I have inspected the obsolete / used items related to the e-waste disposal and interested to purchase the same "As is Where is" basis. My offer for the items is enclosed.

(Signature)

Name of the Tenderer with seal of the Company / Firm

## PRICE SCHEDULE

## List of Items to be disposed of as e-Waste

S.No.	Name of the Item	Qty. (Nos.)	Rate/Unit	Total Price (Rs.)
1	Desktop Computer	45		
2	Monitor (Wipro)	01		
3	Printers	05		
4	Empty Toners (Canon)	32		
5	Empty Cartridges (HP / Samsung / Canon)	173		
	Total (Rs.)			
(In words: _____ )				

\* The Price offered above are exclusive of GST as applicable.

\*\* All Taxes & Duties, as applicable, also to be deposited.