

F.No.3.12 (1)/2017.G-I



UNION PUBLIC SERVICE COMMISSION
(SANGH LOK SEVA AYOGE)
DHOLPUR HOUSE, SHAHJAHAN ROAD,
New Delhi-110 069

Dated:-16.03.2018

Notice Inviting E-Tender

**Subject : Notice inviting e-tender for of unserviceable/condemned
E-waste items**

E-tenders are invited from Authorised/Registered E-Waste Recyclers/reprocessors of E-waste registered with Central Pollution Control Board, Ministry of Environment & Forests, Govt. Of India or with the Delhi Pollution Central Board (approved by Government of India/State Govt.) for disposal of Condemned E-waste items such as Computers, Printers, UPS & its Peripherals, Photocopiers, Electronics/Electrical items etc. as mentioned in "Annexure-II" as per the time schedule given below:

Critical date sheet

Published Date	16.03.2018 at 15.00 PM
Bid Document Download Date	16.03.2018 at 15.00 PM
Bid Submission Start Date	16.03.2018 at 15.00 PM
Bid Submission End Date	09.04.2018 at 11.00 AM
Bid Opening Date	10.04.2018 at 11.00 AM

The offers shall only be submitted online at <http://eprocure.gov.in/e-procure/app> as per tender document. No tender will be accepted by hard copy, fax or e mail or any other such means. Detailed tender documents are available on website: www.upsc.gov.in and <http://eprocure.gov.in>.

Tenderer/Contractors are advised to follow the instructions provided in the 'Instructions to the contractors/tenderers for the e-submission of the bids online through the Central Public Procurement Portal for e-procurement at <http://eprocure.gov.in/e-procure/app>.

(Anil Kumar)
Under Secretary (M&M)
Union Public Service Commission

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1. **Earnest Money Deposit**

- 1.1 Earnest Money Deposit of Rs. 20,000/- (Rupees Twenty thousand only) in the form of Demand Draft/Pay order/ Bankers' Cheque drawn in favour of Secretary, UPSC must be delivered to the UPSC on or before bid opening date/time as mentioned in critical date sheet. The bidder shall online submit a self Attested Scanned copy of EMD
- 1.2 The EMD should remain valid for a period of 45 days beyond the final tender validity period.
- 1.3 Bidders shall not be permitted to withdraw their offer or modify the terms and conditions thereof. In case the bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid bid security shall be forfeited to the Government.
- 1.4 The bids without Earnest Money shall be summarily rejected.
- 1.5 No interest shall be paid on the earnest money deposit.

2. **Financial Bid:**

Scanned copy of Financial Bid should be uploaded, in the prescribed format as per Annexure-I. Unstamped and /or unsigned bids will not be entertained.

3. **Evaluation of Bid:**

The evaluation of bid will be done by a Tender Evaluation Committee (TEC) constituted for this purpose. The tender will be awarded to the firm who quote highest rate and fulfils all the terms and Conditions of NIT.

4. **Terms & Conditions**

- 4.1 The Bidders should quote their unconditional rates for whole items and not individually as per the enclosed prescribed Performa (Annexure-I).
- 4.2 Bids are invited only from the registered firms dealing with E-waste & bids received from the firms other than registered will be summarily rejected. The tenderers/Authorized E-waste Recyclers shall have to submit the Authorization Certificate obtained from the Govt. of India/State Government in their own name/organization for collection/disposal of E-Waste items for Computers, Printers, UPS and its peripherals, Electrical/Electronics items etc.
- 4.3. Bids should remain valid for acceptance for a period of six months from the date of opening of the Bids. Bids with lesser validity period will be summarily rejected.
- 4.4 Materials should be removed by the highest acceptable responsive bidder (H-I) on "as is where is" basis within five days of receipt of order after depositing the full amount with the Cashier of the Commission in the form of Crossed Bank Draft/Pay Order/Banker's Cheque drawn in favour of the Secretary, Union Public Service Commission, New Delhi. Amount of EMD may be adjusted against the final payment on the request of the successful bidder or EMD shall be returned after the condemned material is removed as per terms & conditions laid down. In case, the material is not removed within the prescribed time, the Earnest Money will be forfeited and any loss whatsoever occurring due to this will be recovered from the bidder.

- 4.5 The inspection of material should be done carefully by the prospective bidders or their representatives in this office premises between 3:00 PM to 4:00 PM on 02.04.2018 to 06.04.2018 and queries raised to the concerned officer at the time of inspection. No further clarifications shall be given after the above inspection.
- 4.6 No damage should be caused to the existing property of the Commission or the Govt. while removing the auctioned articles from the site. Any loss/damage to the Govt. /Commission or injury or personal accident suffered by any person due to the negligence or action of the successful bidder or his authorized worker/supervisor will have to be indemnified by the successful contractor.
- 4.7 Goods/material will be removed under the supervision of designated officer(s) of the Commission. Materials will have to be removed within 5 days from the receipt of order. No extension in time will be given under ordinary circumstances. Addl. Secretary, UPSC may however, allow an extension up to another 2 days provided full reasons for causing such delay is given in writing by the Contractor. Delay, beyond the stipulated time, may entitle UPSC to cancel the award/order and forfeit the EMD of the contractor.
- 4.8 Goods/material will be allowed to be removed only during working hours. The articles will not be allowed to be removed on holidays or after working hours. The successful bidder will have to take away all Condemned listed items and not selectively.
- 4.9 All the bidders shall ensure compliance with the provisions contained in E-Waste (Management) Rules-2016 and guidelines issued by the Govt. for disposal/recycling in an environment friendly manner and any other notifications notified thereafter by the Govt. Of India/State Govt./ Union Territory.
- 4.10 All questions, disputes or differences arising under and out of or in connection with the disposal of condemned items, shall be referred to sole arbitration by an arbitrator appointed under the provisions of Indian Arbitration Act by Secretary, UPSC.
- 4.11 Secretary, Union Public Service Commission, reserves the right to accept or reject any or all the tenders. The bidders may send his representation, addressed to the Secretary, in case he feels that proper procurement process has not been followed and/or his tenders has been rejected wrongly.

(ANIL KUMAR)
UNDER SECRETARY (M&M)
UNION PUBLIC SERVICE COMMISSION
TELE. NO. 23382415

**PROFORMA FOR FURNISHING BIDS FOR PURCHASE OF UNSERVICEABLE/CONDEMNED ITEMS
(E-WASTE ITEMS) FROM THE OFFICE OF U.P.S.C.**

1. Name & Address of the Firm :
2. Name of the contact Person :
3. Telephone Numbers : (O):- (R):-
(M):- FAX:-
4. Income Tax Account No. :
5. Details of EMD enclosed : D.D. /Pay Order No.:-
Dated:-
Amount:-
6. Quotation : Amount in Rs. _____
Amount (in words) Rs. _____

7. Whether copy of latest income tax Clearance is enclosed. : YES/NO
8. Whether copy of E-waste authorization Certificate is enclosed : YES/NO
9. DECLARATION

I _____ certified that all the terms & Conditions mentioned in the NIT are

acceptable to me.

(Signature with Name & Stamp)

Annexure-II

S. NO.	NAME OF ITEMS	TOTAL QUANTITY	
	Computers (CPU)		
1	Wipro p-3	1	24
2	PCS	4	
3	HP 2280	10	
4	Wipro P-4	4	
5	Acer	2	
6	CMC	2	
7	Aspire	1	
8	Server		
9	Server IVRS	1	3
10	HP Net Server	1	
11	Server PCS	1	
12	Monitors	46	46
	Printers		
13	TVS 245/255/355	13	72
14	HP DJ 1200	7	
15	HP DJ 7000	2	
16	CP 1700	3	
17	DJ 810/840/845	13	
18	Canon	5	
19	Laserjet 6L	1	
20	DJ 5550	2	
21	DJ 5510	1	
22	HP Laserjet 1200	3	
23	Lexmark	11	
24	Line Printer	1	
25	HP 8000/8100 DJ	1	
26	Laserjet HP	1	
27	HP	8	
28	UPS	20	20
29	Photocopiers	33	33
30	Window AC 1.5 TR	12	12
31	Split AC 1.5 TR (Indoor -Outdoor)	7	7
32	Floor Mounted (Indoor- Outdoor) AC 2 TR	2	2
33	Fax Machine	1	1
34	Calculator	15	15
35	Paper Shreader Machine	2	2
36	Scanner	1	1