

**Tender for Disposal of Unserviceable and Obsolete Store Items of National Board of Accreditation, New Delhi**

**Notice Inviting Tender**

Tenders are invited from authorized /registered e-Waste Recyclers/ Re-processors 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 unserviceable and obsolete items such as computers, printers, UPS & its peripherals, photocopiers, electronics / electrical items, etc. as mentioned in **Annexure-II** (Lot A- Package I to IV and Lot B - Package I to III) as per the time schedule given below:

<b>Bid Data Sheet</b>		
<b>Sl. No.</b>	<b>Description</b>	<b>Details</b>
1	Tender Number	25-2/2021-22/NBA/
2	Bid Validity	60 days
3	Issue of Tender Forms	Download free-of-cost from the NBA website: <a href="http://www.nbaind.org">www.nbaind.org</a> ; and from Central Public Procurement Portal (CPPP): <a href="http://www.eprocure.gov.in">www.eprocure.gov.in</a>
4	Tender Document Delivery Mode	Through Speed Post / Registered Post/ Courier or in Person
5	Bid Security/ Earnest Money Deposit	Rs. 10,000.00 (Rs. Ten thousand only)
6	Published Date	14 <sup>th</sup> October, 2021
7	Bid Submission Start Date	21 <sup>th</sup> October, 2021
8	Inspection of Items Date and Time	20 <sup>th</sup> and 21 <sup>st</sup> October and 25 <sup>th</sup> to 27 <sup>th</sup> October 2021 (Between 2:00 pm to 5:00 pm)
9	Site for Inspection of Items to be Disposed-off and Contact Address	National Board of Accreditation 4 <sup>th</sup> Floor, East Tower, NBCC Place, Pragati Vihar, Bhisham Pitamah Marg, New Delhi-110003
10	Bid Submission End Date	29 <sup>th</sup> October 2021 (2.30 pm)
11	Bid Opening Date	29 <sup>th</sup> October 2021 (3.00 pm)
12	Contact Person	Dr. Jagdish Arora, Advisor Email: <a href="mailto:advisor@nbaind.org">advisor@nbaind.org</a> ; Tel: 011 24369651
13	Details for RTGS / NEFT	Bank: ICICI Bank Account Holder: National Board of Accreditation Account Number: 054805000417 IFS Code: ICIC0000548 Branch: Bisham Pitamah Marg, Pragati Vihar, New Delhi-110003 Account Type: Current Account

The offers shall only be submitted in hard copy. Detailed tender documents are available on the NBA website at: [www.nbaind.org](http://www.nbaind.org) and <https://eprocure.gov.in>. Tenderer/Contractors are advised to follow the instructions provided in the tender available at [www.nbaind.org](http://www.nbaind.org) and Central Public Procurement Portal for e-procurement at <https://eprocure.gov.in/epublish/app>. Bids will be opened as per date/time as mentioned in the Tender.

**Dr. Anil Kumar Nassa**  
Member Secretary

## Terms & Conditions

1. Complete Tender Document can be downloaded from the NBA website at [www.nbaind.org](http://www.nbaind.org) or “<https://eprocure.gov.in/epublish/app>” on dates specified above.
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.
3. The interested firms dealing with E-waste may submit the tender in the prescribed proforma along with “Tender Acceptance Letter” Given in **Annexure III**. Tenders are to be submitted in print format. All the documents in support of eligibility criteria, etc. are to be submitted along with the Tender Documents. Tenders sent by any other mode will not be accepted.
4. **Earnest Money Deposit:** Earnest Money Deposit of Rs. 10,000/- (Rupees Ten thousand only) in the form of Demand Draft/Pay order/ Bankers’ Cheque drawn in favour of “National Board of Accreditation” payable at “New Delhi”. EMD can also be paid through NEFT as per details given in Bid Data Sheet. The EMD should remain valid for a period of 45 days beyond the final tender validity period. The firms registered with NSIC/ MSME are exempted from the payment of EMD as per the Government of India notification. Copy of valid certificate must be provided.
5. No interest shall be paid on the earnest money deposit.
6. Submission of Bids:

The bids are to be submitted as per following details:

- i. Technical Bids: Technical Bids should be accompanied by eligibility documents, Authorisation Letter and EMD.
  - ii. Financial Bids: Financial Bid should be submitted in the prescribed format as per Annexure-I. Unstamped and /or unsigned bids will not be entertained.
  - iii. Sealed Technical & Financial Bids are to be put up in larger Envelope and sealed Envelop is to be submitted in NBA before the date and time of submission as specified in the Bid Data Sheet.
  - iv. The National Board of Accreditation will not be responsible for any failure of submission of bids due to any reasons whatsoever.
7. Opening of Bids: Technical Bids shall be opened at the time and date specified in the bid data Sheet in the presence of the bidders who wish to attend the bid opening. Financial bids of the Technically Qualified bidders shall be opened later on and the Technically Qualified bidders would be informed through email/telephone for the same.
  8. The Bidders should quote their unconditional rates for a whole Lot i.e. all packages in a Lot and not individually as per the enclosed prescribed Performa. Conditional

bids shall not be entertained.

9. Bids should remain valid for acceptance for a period of 60 days from the date of opening of the Bids. Bids with lesser validity period will be summarily rejected.
10. The items /material to be disposed can be inspected during the office hours on days specified in the Bid Data Sheet. A list of the items to be disposed is available as **Annexure II**.
11. 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 EMD shall be forfeited.
12. **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 Lot-wise to the firm who quote highest rate for a whole Lot comprising all the packages and fulfills all the terms and Conditions of the tender.
13. The inspection of material should be done carefully by the prospective bidders or their representatives in this office premises on the scheduled time mentioned in the critical date sheet. No further clarifications shall be given after the above inspection.
14. 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.
15. The successful bidder will be required to deposit the quoted amount within three days after receipt of the award letter from the NBA and remove the items/material at his own expense within a week after getting clearance from the NBA. The payment of the bid amount shall be made through Demand Draft in favour of Member Secretary, National Board of Accreditation, New Delhi. EMD can also be paid through NEFT as per details given in Bid Data Sheet.
16. Amount of EMD shall be returned after the condemned material is removed as per terms & conditions laid down.
17. Goods/material will be removed under the supervision of designated officer(s) of the NBA during working hours. The articles will not be allowed to be removed on holidays or after working hours. Materials will have to be removed within 5 days from the receipt of order. No extension in time will be given under ordinary circumstances. Delay, beyond the stipulated time, may entitle NBA to cancel the award/order and forfeit the EMD of the contractor.
18. The successful bidder shall have to take away all Condemned listed items and not selectively.
19. In case of delay in removing the material, a penalty of Rs. 500/- per day shall be imposed on the bidder. 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.

20. No damage should be caused to the existing property of NBA while removing the auctioned articles from the site. Any loss/damage to NBA 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.
21. 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.
22. 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 NBA.
23. NBA reserves the right to accept or reject any or all the tenders. The bidders may send his representation, addressed to the Member Secretary, NBA, New Delhi in case he feels that proper procurement process has not been followed and/or his tender has been rejected wrongly.
24. **Documents on Eligibility Criteria:** The following documents are to be furnished by the vendor as per the tender document.
  - i) Signed copy of Tender Acceptance Letter (Annexure III).
  - ii) Signed copy of appropriate value of valid registration certificate and PAN No.
  - iii) Signed copy of previous three years Income Tax, GST Registration Certificate.
  - iv) Signed copy of the registration certificate from Central Pollution Control Board/ Delhi Pollution Control Committee/ Pollution Control Board/ Agency of a state Government.
  - v) EMD of Rs. 10,000.00 in the form of Demand Draft/Pay order/ Bankers' Cheque drawn in favour of "National Board of Accreditation" payable at "New Delhi". Tenderers may also transfer the amount to NBA through NEFT as per details given in Bid Data Sheet.

**Annexure I**

**Proforma for Furnishing Bids for Purchase of Unserviceable / Obsolete Items (E-Waste Items) of NBA, New Delhi**

<b>Sl. No.</b>	<b>Particulars</b>	
1	Name & Address of the Agency / Firm:	
2	Name of the Contact Person	
3	Telephone Numbers: (O):- (R):- (M):-	
4	PAN / TIN No.	
5	Details of EMD (D.D./Pay order/ Bankers' Cheque (No., Date & Amount))	
6	<b>Quotation: Amount in Rupees</b>	
	<b>Lot A</b>	
	<b>Amount Quoted in Rupees</b>	
	Lot A- Package I	
	Lot A- Package II	
	Lot A- Package III	
	Lot A- Package IV	
	<b>Total (Lot-A)</b>	
	<b>Lot B</b>	
	Lot B- Package I	
	Lot B- Package II	
Lot B- Package III		
<b>Total (Lot B)</b>		
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	Bid Validity: 30 days (after opening of bids)	

**DECLARATION**

I, \_\_\_\_\_, hereby certify that all the terms & conditions mentioned in the tender document are acceptable to me.

(Signature with Name & Stamp)

**National Board of Accreditation, New Delhi****Lot A - Package I - Information Technology and Telecommunication Equipmer**

Sl. No.	Store Item	Date of Purchase	No. of Items
1	H.P Colour Printer C1515N	24-12-2010	1
2	CCTV Camera: 16CH DVR	05-09-2011	1
3	CCTV Camera: Sparsh Camera		7
4	CCTV Camera: Sparsh Night Vision IR LED Camera		1
5	Hitachi T.V. Monitor	25-12-2012	1
6	Camera C.P. Plus	31-10-2013	4
5	Camera: 4 CH DVR Hikvision HD	14-09-2015	1
	Camera: IR Doom Camera 1.3 MP		1
6	CCTV Camera	04-08-2016	1
7	CCTV Camera	01-09-2016	4
	CCTV Camera: 8 CH DVR		1
8	HP Pavillion X360 Laptop	28-12-2016	1
9	Sony Multimedia Projector	08-03-2017	1
10	CCTV Doom Camera CCTV 3+1	09-09-2017	4
11	IR Doom Camera	23-11-2017	6
12	Doom Camera	25-05-2018	2
13	IR Doom Camera	05-10-2018	1
	IR Bullet Camera		1
14	LCD DSD Wall Mount Digital Signage	18-01-2012	1
15	HP Deskjet Advantage 4515 AIO Printer	22-04-2015	1
16	Telephone Conferencing System (Polycom Sound Station 2)	04-06-2016	1

**Lot A - Package II - Consumer Electrical and Electronics**

Sl. No.	Store Item	Date of Purchase	No. of Items
1	Prestige Induction Plate	30-11-2010	1
2	Induction Plate	07-02-2014	2
3	Digital Postal Franking Machine	29-08-2011	1
4	Tea kettles	29-12-2010	12
5	Tea Maker (Murphy Kettle)	30-11-2010	1
6	Thermos Flasks	30-12-2010	6
7	Royal Coffee Machine	13-07-2011	1
8	Vending Machine	07-07-2011	1
9	Hot Case	11-11-2011	1
10	Hot Case	29-11-2011	1
11	Hitachi Window AC	01-02-2012	1

12	Motorized Light for Camera, including Wooden box & Table	13-12-2012	1
13	Havells Pedestal Fan	21-04-2017	1
14	Hot Case	10-01-2019	1
15	Hot Case	06-08-2014	2
16	Intex Speaker	25-05-2012	1
17	Water Dispenser	04-12-2015	1

**Lot A - Package III - Miscellaneous Items**

Sl. No.	Store Item	Date of Purchase	No. of Items
1	Steel P/coated Chairs	14-02-2011	12

**Lot A - Package – IV - Hardware (Server)**

Sl. No.	Store Item	Date of Purchase	No. of Items
1	IBM Blade Server with Storage, Fire Wall (Hardware)	25-10-2011	1
2	FG-200B-BDL, FG-200B-BDL (FC-10-00202-951-01-12 (Fortinet Firewall Model Fortigate)	15-03-2012	2 2 2
3	Thinline & Server System: Electrical Items & LAN wiring	08-06-2011	1
4	Server of Rack 19" rack of 100 mm depth x 42 height with capacity of 500 Kg. with accessories	08-06-2011	1

**Lot-B - Package I - Information Technology and Telecommunication Equipment**

Sl. No.	Store Item	Date of Purchase	No. of Items
1	HP Monitor	31-03-2010	20
	HP CPU		20
2	HP Printer 1007	21-07-2011	2
		09-01-2012	2
3	HP Monitors (TV)		2

**Lot-B - Package II - Consumer Electrical Appliances**

Sl. No.	Store Item	Date of Purchase	No. of Items
1	LG Window AC	23-04-2004	6

**Lot-B - Package III - Furniture: Steel and Wooden Items**

<b>Sl. No.</b>	<b>Store Item</b>	<b>Date of Purchase</b>	<b>No. of Items</b>
1	Working Table (Wooden)	06-12-2004	2
2	Super Steel industrial	04-11-2006	2
3	Almirah & Book self	24-05-2006	1
4	Filing Cabinet	06-11-2006	4
5	Office Revolving Chairs	22-03-2004	11
6	Reception Table	01-03-2004	1
7	Senate Table	06-12-2004	1
8	Sofa Set (2+2)	06-12-2004	1

**Tender Acceptance Letter**  
(To be given on Company Letter Head)

**Member Secretary**

National Board of Accreditation  
4<sup>th</sup> Floor, East Tower, NBCC Place, Pragati Vihar  
Bhisham Pitamah Marg, New Delhi-110003

**Sub: Acceptance of Terms & Conditions Tender for Award of Contract for Disposal of Unserviceable and Obsolete Store Items of National Board of Accreditation, New Delhi**

**Tender Reference No:**

**Name of Tender:** Contract for Disposal of Unserviceable and Obsolete Store Items of NBA,  
New Delhi

Dear Sir,

1. I/We have downloaded / obtained the tender document(s) for the above mentioned "Tender/Work" from the web site(s) namely, "Contract for Disposal of Unserviceable and Obsolete Store Items of NBA, New Delhi" as per your advertisement, given in the above-mentioned website(s).
2. I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. \_\_\_ to (including all documents like annexure(s). schedule(s), etc.,) which form part of the contract agreement and I/we shall abide by the terms / conditions /clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization too have all been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of the above-mentioned tender document(s) / corrigendum(s) in its totally / entirely.
5. In case any provisions of this tender are found violated. then your department/organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,  
(Signature of the Bidder, with Official Seal)