

Ref. No.: - F3.9(443)/RISL/Store/2024-25/4124

Dated: - 27/08/24

Notice Inviting Bid (Auction)

**Disposal of Obsolete/unserviceable
Electronics/Electricals/IT/Non-IT & other Equipments**

Rajcomp Info Service Limited
C-Block, Yojana Bhawan, Yudhisthir Marg, Tilak Marg, C-Scheme,
Jaipur-302005, (Rajasthan) Tel: (0141) 2222126, 2921148

Sealed bids under two bid system i.e. Technical and Financial are invited from the registered Manufacturer/ Refurbisher /Recycler of e-waste with MOEF/State/Central Pollution Control Board for auction of obsolete/unserviceable electronics/ electricals/ IT & Non-IT etc. on "As is where is basis".

1. The Bidding Document or Corrigendum's, Addendums etc. can be downloaded at the Website: <http://risl.rajasthan.gov.in>, <http://doitc.rajasthan.gov.in>.

2. **Details of Bid (Auction):**

- a) Bid Reference No: F3.9(443)/RISL/Store/2024-25/ Dated:
- b) Date of Inspection: 03 September,2024 to 05 September, 2024 during official working hours.
- c) Bidding Document/Tender Fees: Rs. 100/- (Rupees One Thousand only) payable in Cash /Demand Draft in favour of "Managing Director, RAJCOMP Info Services Ltd." payable at "Jaipur".
- d) EMD Amount: Rs. 2,000/- (Rupees Two Thousand Only) payable in Cash/ Demand Draft in favour of "Managing Director, RAJCOMP Info Services Ltd." payable at "Jaipur".
- e) Place of receiving the Bid (Auction)/Address for communication:

RAJCOMP Info Services Limited, C-Block, Yojana Bhawan, Yudhishthir Marg, Tilak Marg C-Scheme, Jaipur-302005, (Rajasthan). Tel: (0141) 2921148, 2222126
- f) Last date and time of receipt of Bid (Auction): 06 September, 2024 & 12:00 P.M.
- g) Date and time for opening of technical bids: 06 September, 2024 & 12:30 P.M.
- h) Date and time for opening of financial bids: 06 September, 2024 & 01:00 P.M.
- i) Contact person: Officer In-charge (Store) / Store Keeper

3. Eligibility /Qualification Criteria

- a) Registration for authorized e-waste Manufacturer/ Refurbisher/dismantler/recycler/producer with Ministry of Environment and Forest /State Pollution Control Board / Central Pollution Control Board.
- b) GST registration / Income tax certificate/ PAN along with the Bid (Auction) documents.

4. Period of validity of Bid (Auction):

The Bid (Auction) shall remain valid for 60 days after the date of Bid (Auction) opening. If any bidder withdraws his Bid (Auction) before the said period shall without prejudice to any other right or remedy, be at liberty to forfeit the Bid (Auction) Security absolutely.

5. General Terms and Conditions

- (i) The bidders may inspect the items on predetermined dates and satisfy themselves about the items they are bidding for.
- (ii) The items shall be sold to the bidder, who is quoted highest price.
- (iii) An Earnest Money Deposit of Rs. 2,000/- (Rupees Two Thousand only) must accompany each quotation. This shall be in the form of Cash/ Demand Draft of any Nationalized/Schedule Bank drawn in favour of "Managing Director, RISL" payable at "Jaipur" without which the tender shall be summarily rejected. No Cheque/Money Order/Cash shall be accepted. The EMD deposit shall not attract any interest.
- (iv) The Earnest Money Deposit of the successful bidder shall be adjusted in the bid forthwith. The EMD of unsuccessful bidders shall be returned within 30 working days of the auction date, without any interest.
- (v) The tender fees is not refundable to bidders.

- (vi) No items shall be taken back by RISL, once disposed to the successful bidder.
- (vii) The successful bidder has to make full payment in the form of Demand Draft of any Nationalized/Schedule Bank drawn in favour of "Managing Director, RISL" payable at "Jaipur" within three (3) working days after confirmation, failing to which the offer will be cancelled and EMD shall stand forfeited.
- (viii) The successful bidder shall be required to lift all the items from the disposal site to his premises within 3 (three) working days after the depositing full payment of the quoted amount with GST. On failure to do so, RISL shall have the right to forfeit the entire amount of the bidder and dispose the items to alternate bidder.
- (ix) Each page of Bid (Auction) document should be signed by the bidder(s).
- (x) Incomplete and unsigned quotations are liable to be rejected.
- (xi) The successful bidder needs to submit an undertaking within 15 working days that all the e-waste will be disposed off as per e-waste (Management) Rules, 2022 notified by Ministry of Environment, Forest & Climate Change.

6. Bidding (Auction) Procedure

- (i) Bids are invited in single stage two bid system: Technical and Financial, which shall be sealed separately in a single sealed envelope.
- (ii) Sealed Bids shall be received, not later than 06 September, 2024 at 12.00 P.M. No Bid will be accepted after this date and time under any circumstances. The office will not be responsible for any postal/courier delay and also for reasons beyond the control of this office.
- (iii) Technical Bids must contain the tender fee for specified amount, along with complete technical details as desired by this Bid/tender. First Technical Bids of all the Bid (Auction)s will be opened on pre scheduled date & time. Technical Bids without EMD will be summarily rejected.

- (iv) The Financial Bids of only successful Technical Bids will be opened on pre scheduled date & time.
- (v) All the Bids (Auction) must be accompanied by a bid security (EMD) of the amount of Rs. 2,000/- (Rupees Two Thousand only) in a form of Cash/ Demand Draft issued by any nationalized Bank in favour of "Managing Director, RISL" payable at "Jaipur".
- (vi) All bids must be delivered to the office of Rajcomp Info Services Limited, C-Block, Yojana Bhawan, Yudhisthir Marg, Tilak Marg, C-Scheme, Jaipur-302005, (Rajasthan).
- (vii) All relevant rules and regulations of Government of India / Rajasthan will be final and applicable & binding on all bidders.

7. **Submission of Bids:**

- (i) The first envelope shall be super scribed with the name of work and the words "Technical Bid" in capital letters. The bidder should specifically provide full technical details as per eligibility criteria. **No price details shall be given in this envelope. Violation to this would result invalidation of Bid (Auction).** The Bid Security (EMD) shall be enclosed with the envelope marked "Technical Bid".
- (ii) The second envelope shall be super scribed with the name of work and the words "Financial Bid" in capital letters. It shall contain full details of the price & financial conditions.
- (iii) All prices and other information in this regard having a bearing on the price shall be written both in figures and words in the prescribed offer form.
- (iv) The Bid (Auction) should be submitted in the prescribed Bid (Auction) format given as prescribed "Bidding Procedure" of this document. All columns of the Bid (Auction) financial format should be filled. Any additional information should be enclosed separately and referred to in the relevant column of the Check List.
- (v) No Bid will be modified subsequent to the submission of bid/tender documents.

8. **Opening of Bids:**

- (i) The Bid (Auction) committee constituted by the authority of RISL will open the technical bids on scheduled date & time in the presence of the available bidders or their representatives who choose to attend. Bidder's Representative is authorized by the appropriate authority of the bidder and having authorization letter along with him.
- (ii) The bidders or their representatives who will be present shall sign in the designated attendance-sheet evidencing their presence, In the event of the specific bid opening being declared a holiday for the authority of RISL, the bid shall be opened at the same time on the next working day.
- (iii) The bidder's names, bid withdrawals, presence of bid security and such other details as the authority of RISL at his discretion may consider appropriate will be announced at the time of bid opening.
- (iv) Financial Bids envelope of the firms who have submitted the bids and whose offers are found technically suitable shall be opened on scheduled time of the same day by the Auction Committee.

ANNEXURE-A: COMMERCIAL BID COVER LETTER & FORMAT

COVER LETTER {to be submitted by the bidder on his Letter head}

To,

The Managing Director,
Rajcomp Info Services Limited,
C-Block, Yojana Bhawan, Tilak Marg, C-Scheme,
Jaipur-302005, (Rajasthan).

Ref: Bid (Auction) No. F3.9(443)/RISL/Store/2024-25/

Dated

Sir,

I/We declared that I /my representative has inspected the obsolete items and am/are interested to purchase the same "As is where is basis".

I/We have gone through the terms and conditions given in the Bid (Auction) document and agree with the same. I/We understand that in the event of non-compliance of the terms and conditions of the Bid (Auction) my/our EMD shall be forfeited by the RISL, Jaipur.

I hereby also declared that firm is registered with State/Central Pollution Control Board as authorized recycler /re-processor and having environmentally sound management facilities for collection, disposal /recycling of e-waste.

I/We agree to all the terms & conditions as mentioned in the bidding document and submit that we have not submitted any deviations in this regard.

(Seal & Signature of the Bidder)

Date:

Authorized Signatory

Name:

Designation:

Contact No.:

Financial Bid Format

Sr. No.	Item Description	Consolidated price of all items in Rupees. (inclusive of all taxes, levies, charges like transportation, loading, unloading, labor or any other charges/ expenses etc. but exclusive of GST)	GST Amount (in rupees)	Total Amount in Rupees (in figures)	Total Amount in Rupees (in words)
1	2	3	4	5	6
1.	Obsolete/Unserviceable Electronics/Electricals/IT/Non-IT & Other Items				

***Note: All type of taxes shall be applicable as per prevailing Govt. norms.**

Check list

For Envelope 'A' (Technical Bid (Auction))			
Serial Number	Name of the documents	Yes/ NO (If yes, mention page No.)	Reason (If Any)
1.	<ul style="list-style-type: none">Tender Fees: Rs.100/-EMD Amount: Rs.2,000/- Cash/ Demand Draft in favor of "Managing Director, RISL" payable at "Jaipur".		
2.	Documents related to the registration for authorized e-waste dismantler/ recycler/producer/PROs of E-waste issued by State / Central Pollution Control Board for the recycling / reprocessing of electronic waste.		
3.	GST/ Income Tax Registration Certificate		
4.	Additional information (if any).		
For Envelope 'B' (Financial Bid (Auction))			
Serial Number	Name of the documents	Yes/ NO (If yes, mention page No.)	Reason (If Any)
1.	Financial Bid Covering Letter		
2.	Financial Bid (Auction) Format		

Seal & Signature: -

Name of the Authorized signatory: -

Designation: -

Office Seal: -

Contact No.: -