

**ZO Varanasi: IT Department
Mohd Ekrm Building, Nadesar
Varanasi- 221 002
Date: 20.02.2023**

Ref: ZOV/ITD/2022-23/520

SUB: REQUEST FOR QUOTATION (RFQ) FOR DISPOSAL OF OBSOLETE ATMs AT BRANCHES UNDER ZONAL OFFICE VARANASI

Indian Bank, Zonal Office Varanasi invites sealed quotations for disposal of obsolete ATMs as E-Waste (As detailed in Annexure-I) **at branches under ZO Varanasi**, on "**As is where is basis**" from **eligible, registered and empanelled e-waste dismantler or recycler with Central/State Pollution Control Board whose license is currently valid.**

You are requested to submit the bid as per the tender format enclosed. Please note that your quotation is subject to the terms and conditions mentioned below.

TERMS AND CONDITIONS

1. The complete tender form (Annexure-II) with Earnest Money Deposit (EMD) Declaration (Annexure-IV) along with related documents as mentioned in checklist shall be submitted in a **sealed envelope** to following address duly signed by Authorized Signatory of the Company on their letter head on or before **13.03.2023 at 03.00 PM.**
2. Quotations will be opened on **13.03.2023 at 03.30 PM** and sale order will be issued to **Highest Quoted (H1) bidder.**
3. The tender schedule should be filled in both figures and words in legible handwriting (Capital Letters). In case of discrepancy, between amount written in words and figures, the higher amount written in words/figures will be taken into consideration.
4. Ineligible / Incomplete tenders are liable for rejection.
5. All the items are to be sold on "**As is where is basis**" and no correspondence will be entertained in this regard.
6. The bidders can inspect the items available for disposal at branches under ZO Varanasi (Details Given in Annexure-I) before the tender opening date. It is the responsibility of the bidder to inspect the items before submitting the tender.

Complete Address of Zonal Office, Varanasi, UP is as detailed below:

**Indian Bank, Zonal Office, Varanasi
Mohd Ekrm Building, Nadesar
Near Varuna Bridge
Varanasi – 221011
Uttar Pradesh**

**Contact Person: Mr. Nishant Kumar Sharma (Manager)
Mobile No: 7839656594**

7. The successful bidder should deposit the full amount quoted in the form of DD/IOI/NEFT favoring "Indian Bank Zonal Office Varanasi" payable at Varanasi.

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8. In case of failure to deposit the DD/Online Transfer for full amount quoted or withdrawal of the Bid by successful bidder, Bank may take appropriate action against the bidder including Blacklisting of the Firm and rejection of tender.
9. The successful bidder after depositing the amount quoted in the bid and accepted by the Bank in full should remove the ATMs after **physically punching the hard disk drive/storage** at their own cost at Bank's Location.
10. After depositing the full amount quoted, successful bidder has to remove the e-waste ATMs from the premises of the Bank within **1 week**.
11. It would be the responsibility of the bidder for safe transit of the e-waste from Bank's location to bidder location. In case of any untoward incident happened during transition of e-waste, the bidder should be held sole responsible for the loss/consequences.
12. The Bank reserves its right to accept or reject any or all tenders at any point without assigning any reason and the decision of the Bank will be final.
13. The successful bidder has to submit the certificate (as per Annexure-III) stating that the material is disposed off as per e-Waste disposal guidelines in force.
14. The Bids should remain valid for the period of 90 days after the last date for submission of bid prescribed. A bid valid for a shorter period shall be rejected by the Bank as non-responsive. Bank may seek extension of bid validity, if required.
15. If any of the KIOSKs have Printer/CPU within it then same have to be given back to the branch.

Chief Manager (ITD)

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ANNEXURE-I

DETAILS OF ATMs at Branches under ZO Varanasi

S NO	ATM ID	ATM Location	ADDRESS	PIN CODE
1	ADDK672A	KHAMARIA	VILL AND PO KHAMARIA DISTT BHADOHI PIN 221306	221306
2	ADDD642A	DILDARNAGAR	VILL AND PO DILDARNAGAR BAZAR WARD NO 9 DIST GHAZIPUR	232326
3	ADDM727A	MUGHALSARAI	305,306, RAVI NAGAR, G T ROAD MUGHALSARAI DIST CHANDAULI	232101
4	ADDB874A	VARANASI BRIJ ENCLAVE	BHIKHARIPUR, N 7/2A5, AKASH GANGA COMPLEX BHIKHARIPUR SUNDRPUER DIST VARANASI	221005
5	ADDK619A	KASHI VIDYAPITH UNIVERSIT	MAHATAMA GANDHI KASHI VIDYAPITH UNIVERSITY CAMPUS DIST VARANASI	221002
6	ADDB641A	BARAHPUR NANDGANJ	VILL BARAHPUR PO NANDGANJ, DISTT GHAZIPUR	233302
7	ADDB742A	BABHANIYAW	BABHANIYAW (DHANAPUR) DISTT CHANDAULI UP	232105
8	ADDS667A	SHIVPUR,VARANASI	SH 7/8, K1 SHIVPUR, SHIVPUR	221003
9	S1WG0901	GOPIGANJ	PHOOL BAGH,GYANPUR ROAD,GOPIGANJ	221303
10	S1WG0801	GYANPUR	OLD RTO OFFICE PATEL NAGR, GYANPUR, DIST BHADOHI	221304

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ANNEXURE-II
TENDER FORM

From

To
The Chief Manager,
Indian Bank,
Zonal Office,
Varanasi- 221002.

Sub: Disposal of obsolete ATMs at Branches Under Zonal Office, Varanasi.

Ref: RFQ No. ZOV/ITD/2022-23/520 dated 20.02.2023.

With reference to the above, we are pleased to inform our offer/bid as below.

S Num	Description of items	Rate/Unit (Rs.)	Qty of ATMs	Total Amount (Rs.)
1	Obsolete ATMs		10	

The amount quoted in words: _____

The total price is inclusive of all misc. charges like transportation, labor, all taxes or any other expenses.

We are registered e-waste dismantler or recycler with Central/State Pollution Control Board and our registration is valid up to _____ - Proof of registration with validity period should be attached.

We will dispose off the e-Waste in accordance with the timelines laid down in the GOI Guidelines currently in force and provide the certificate to this effect to the bank within 30 days of receipt of e-Waste.

We understood the terms and conditions of tender and also we will abide by the rules and regulations of Bank applicable for this tender.

Signature of the bidder with Seal

Date:

Address of the bidder: _____

Mobile Num: _____

Email ID: _____

ANNEXURE-III

ZO Varanasi: IT Department
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CERTIFICATE FOR DISPOSAL OF EQUIPMENTS AS PER THE E-WASTE DISPOSAL GUIDELINES.

(TO BE SUBMITTED BY SUCCESSFUL BIDDER AFTER DISPOSAL OF E-WASTE ITEMS)

Date:

Sub: Certificate of disposal of ATMs at Branches under ZO, Varanasi.

Ref: Indian Bank Tender No. ZOV/ITD/2022-23/520 dated 20.02.2023.

This is to certify that the 10 ATMs as detailed in the bid under reference purchased by us are disposed off as per the Government Guidelines on e-waste disposal currently in force.

For _____

Signature_____

Name _____

Designation with stamp _____

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ANNEXURE-IV
BID SECURITY DECLARATION

To _____ Date: _____
The Chief Manager,
Indian Bank,
Zonal Office,
Varanasi – 221 001.

Dear Sir,

Sub: Request for Quotation (RFQ) for Disposal of obsolete ATMs at branches under Zonal Office, Varanasi.

Ref: RFQ No. ZOV/ITD/2022-23/520 dated 20.02.2023.

We declare that, we will not withdraw our bid during the period of bid validity specified in this RFQ and we will not fail or refuse to dispose off the equipments as detailed in the bid under reference purchased by us as per the Government Guidelines on e-waste disposal currently in force.

Signature of Authorized Official

Name and Designation with Office Seal

Place:

Date:

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CHECKLIST FOR DOCUMENTS TO BE SUBMITTED BY THE BIDDER

1. Pollution Control Board Certificate.
2. Tender form Including the Commercials as per **Annexure-II, duly sealed and signed by authorized signatory of company on its letter head**
3. Bid Security Declaration (As per Annexure-IV).
4. Sealed and Signed Copy of RFQ (To be sealed and signed by the Authorised Official of the Bidder on every page of RFQ).