

REF: RFQ No. ZOGKP/ITD/2023-24/352.

Dated 23.01.2024

NOTICE INVITING TENDER

S.No.	ISSUE	DESCRIPTION
1	SUBJECT OF NIT	<p>Sale of obsolete IT Hardware/equipment as E-Waste (As detailed in Annexure -I) from the Branches/Offices under Zonal Office Gorakhpur on "As is where is" and "As is what is" basis from eligible registered and empanelled e-waste dismantler or recycler with Central/State Pollution Control Board whose license is currently valid.</p> <p>The work includes removing the materials after physically punching the hard disk drive/storage at their own cost at all branches/offices under Zonal Office Gorakhpur spread across 7 (seven) Districts on "As is where is" and "As is what is".</p> <p>Quantity of items mentioned in Annexure-I is tentative. Actual quantity may vary.</p>
2	AVAILABILITY OF TENDER	Tender may be downloaded from the bank's website https://indianbank.in/tenders/ from 23.01.2024
3	LAST DATE & TIME OF SUBMISSION OF	Before 3 PM on 31.01.2024
4	PLACE OF SUBMISSION OF TENDER/OFFER	Indian Bank, Zonal Office Gorakhpur, IT Department, 1st Floor, Prashant Tower, Mahewa Road, Old Transport Nagar, Gorakhpur-273016 (UP)
5	DUE DATE & TIME OF OPENING OF TENDER	4 PM on 31.01.2024 at the above mentioned address
6	LAST DATE FOR SEEKING LARIFICATION IF ANY	29.01.2024
7	EMD AMOUNT	<p>Rs. 5,000/- towards EMD</p> <p>Demand draft in favour of " Indian Bank Zonal Office Gorakhpur", payable at Gorakhpur from any scheduled Bank shall be enclosed along with the Bid Documents. Tenders submitted without EMD will be summarily rejected.</p>
8	PERIOD OF AGREEMENT	06 Months from the date of Sale order
9	ANNEXURE	<p>Annexure-I : Tentative list of items to be disposed</p> <p>Annexure-II : Complete Tender Form</p> <p>Annexure-III: Certificate for Disposal of Equipments</p> <p>Annexure-IV : Bid Security Declaration</p> <p>Annexure-V : General Terms & Conditions</p> <p>Annexure-VI: Checklist for Documents to be submitted</p>
10	CONTACT PERSON	<p>Mr. Amrendra Kumar(SM)- Mobile No: 9007877186</p> <p>Mr. Sandeep Yadav(SM)-9598339902</p> <p>Email: zogorakpur@indianbank.co.in</p>

Assistant General Manager

ANNEXURE-I
Description of Obsolete Items for disposal (Tentative List):

Sno.	Items	Azamgarh	Basti	Deoria	GKP	Santkabir Nagar	Kushinagar	Maharajganj	Total
1	ATM	1	0	0	0	0	0	2	3
2	Server	1	0	0	4	0	0	0	5
3	CPU	37	3	27	87	11	20	11	196
4	CRT Monitor	15	0	8	9	4	6	5	47
5	TFT Monitor	36	6	16	57	11	9	8	143
6	Laser Printer Normal	3	1	1	7	2	0	0	14
7	Laser Printer Heavy Duty	1	0	0	2	0	0	0	3
8	UPS-1KVA	0	0	1	1	0	0	0	2
9	UPS-2KVA	4	0	0	2	1	1	3	11
10	UPS-3KVA	9	1	1	6	3	2	1	23
11	UPS-6KVA	1	0	0	2	0	2	0	5
12	Battery-SMF-65	30	0	0	0	30	0	0	60
13	Battery-SMF-75	7	0	0	8	0	8	0	23
14	Battery-SMF-100	8	0	3	0	0	0	8	19
15	Battery-Tubular-100	0	0	0	8	0	8	0	16
16	Dot Matrix Printer	9	0	3	9	3	2	2	28
17	PB Printer	5	1	1	8	3	1	5	24
18	CTS Scanner	0	0	1	0	0	0	0	1
19	Flat-Scanner	4	1	1	5	4	0	1	16
20	Keyboards	0	0	0	20	0	0	0	20
	Total	171	13	63	235	72	59	46	659

Details of Locations (Indian Bank Branches)

Azamgarh	Anjan Saheed, Dist: Azamgarh	Belaisa, Azamgarh	Jiyanpur, Distt: Azamgarh	Devgaon, Distt: AZamgarh	Kotwajalalpur, Distt: Azamgarh
	Jahanaganj, Distt: Azamgarh	GMC, Chakrapanpur, Distt: Azamgarh			
Basti	Duhwamishir, Harriya, Distt Basti				
Deoria	Deoria Main Road	Deoria Malviya Road, Deoria	Vikash Bhawan Deoria	Barhaj, Distt: Deoria	
Gorakhpur	Civil Lines, Gorakhpur	Geeta Vatika Gorakhpur	Bhathat, Distt Gorakhpur	Pipraich, Distt- Gorakhpur	Gorakhpur Bank Road
	Gorakhpur University	Katghar Chauraha, Distt: Gorakhpur	Mishrauli, Barhaj, Distt: Gorakhpur		Mohaddipur, Gorakhpur
Sant Kabir Nagar	Lohrouli, Distt: SantKabir Nagar	Goithaha, SantKabir Nagar	Badgo SantKabir Nagar		
Maharajganj	Anand Nagar (Pharendra), Distt: Mahrajganj	Khajuria, Distt: Mahrajganj	Maharajganj	Nautanwa, Distt: Maharajganj	Uska, Sohrana Tiwari, Distt: Maharajganj

ANNEXURE-II

TENDER FORM

DATE:

From

To,
 The Assistant General Manager,
 Indian Bank, Zonal Office,
 Gorakhpur-273016

Sub : Disposal of obsolete IT Equipments at Branches/Office Under Zonal Office, Gorakhpur

Ref: RFQ No.: ZOGKP/ITD/2023-24/352 Dated: 23.01.2024

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

No	Item Description	Unit Rate (Rs.)
1	ATM	
2	Server	
3	CPU	
4	CRT Monitor	
5	TFT Monitor	
6	Laser Printer Normal	
7	Laser Printer Heavy Duty	
8	UPS-1KVA	
9	UPS-2KVA	
10	UPS-3KVA	
11	UPS-5/6KVA	
12	Battery-SMF-65	
13	Battery-SMF-75	
14	Battery-SMF-100	
15	Battery-Tubular-100	
16	Dot Matrix Printer	
17	PB Printer	
18	CTS Scanner	
19	Flatbed-Scanner	
20	Keyboards	
21	Cartridge	
22	Power Cords/VGA Cable	
23	Mouse	
24	Kiosk	



Indian Bank Zonal Office Gorakhpur, 1st Floor,
Prashant Tower, Mahewa Road, Old
Transport Nagar, Gorakhpur – 273016
(UP)

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

Details of DD of EMD amount:

Name & Address of issuing Bank / Branch	Drawn in favour of	Date of Issue	DD No.	Amount(Rs.)
	Indian Bank Zonal Office Gorakhpur			

DECLARATION FROM TENDERER

We are registered e-waste dismantler or recycler with Central/State Pollution Control Board and our registration is valid upto _____.(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 submit our offer subject to the terms and conditions, which we have carefully read and understood. By submitting this tender, we express our acceptance to all the terms and conditions of the sale.

NAME OF THE TENDERER:_____

ADDRESS: _____

CONTACT PERSON:_____

PHONE NO.: _____ MOBILE: _____

GSTIN: _____ PAN: _____

SIGNATURE OF THE TENDERER WITH SEAL:



Indian Bank Zonal Office Gorakhpur, 1st Floor,
Prashant Tower, Mahewa Road, Old
Transport Nagar, Gorakhpur – 273016
(UP)

ANNEXURE-III

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: : Disposal of obsolete IT Equipments at Branches/Office Under Zonal Office, Gorakhpur

Ref: RFQ No.: ZOGKP/ITD/2023-24/352 Dated: 23.01.2024

This is to certify that the equipments 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



Indian Bank Zonal Office Gorakhpur, 1st Floor,
Prashant Tower, Mahewa Road, Old
Transport Nagar, Gorakhpur – 273016
(UP)

ANNEXURE-IV

BID SECURITY DECLARATION

To,

Date:

The Assistant General Manager,

Indian Bank,

Zonal Office, Gorakhpur-273016

Sub: : Disposal of obsolete IT Equipments at Branches/Office Under Zonal Office, Gorakhpur

Ref: RFQ No.: ZOGKP/ITD/2023-24/352 Dated: 23.01.2024

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:

ANNEXURE-V

GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS

1. Tenders are hereby invited by the Indian Bank, Zonal Office Gorakhpur, 1st Floor, Prashant Tower, Mahewa Road, Old Transport Nagar, Gorakhpur -273016 for Sale of obsolete IT Hardware/equipment as E-Waste (As detailed in Annexure-I) on "As is where is" and "As is what is" basis from eligible registered and empanelled e-waste dismantler or recycler with Central/State Pollution Control Board whose license is currently valid. The work includes removing the materials after physically punching the hard disk drive/storage at their own cost at Bank's location.
2. Quotations will be opened on 31.01.2024 at 4:00 PM and sale order will be issued to Highest Quoted (H1) Bidder / bidders.
3. The Bank will consider H1 quoted price for each item & allow other bidders to match the H1 price item-wise. Sale Order will be issued to all bidders who will be ready to match highest quoted rates quoted per item.
4. 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.
5. Ineligible / Incomplete tenders are liable for rejection.
6. All the items are to be sold on "As is where is" and "As is what is" basis and no correspondence will be entertained in this regard.
7. Last date of receipt of tender is on or before 31.01.2024 by 3:00 PM. Completed tender forms should be dropped in the tender box kept at Indian Bank, Zonal Office Gorakhpur, IT Department, Prashant Tower, 1st Floor, Old Transport Nagar, Gorakhpur-273016. Late tenders will not be entertained.
8. Bank will fix the H1 rates for a period of 06 months. During this period, we may call successful bidder/bidders to lift the obsolete IT hardware from our branch/offices. The bidder has to approach the respective branches/Offices to collect the hardware items as per the approved rates by Zonal Office.
9. After the identification of IT hardware at branches/Offices, successful bidder has to deposit the full amount of items as per approved rates in the form of DD to Zonal Office Gorakhpur before picking up/lifting the material.
10. The successful bidder after depositing the full amount at Zonal office Gorakhpur, can remove/lift the materials after physically punching the hard disk drive/storage at their own cost at Bank's Location within 1 week.
11. The EMD amount of successful bidder/bidders will be kept for a period of 06 months as security deposit. After completion of 06 months the EMD amount will be returned without any interest.



Indian Bank Zonal Office Gorakhpur, 1st Floor,
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(UP)

12. It would be the responsibility of the successful 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.

13. 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.

14. The DD submitted by successful bidder for EMD will be released after completion of agreement period i.e 06 Months(Six months) stating that the material is disposed off as per e-Waste disposal guidelines in force and submission of certificate of disposed items for our future records.

ANNEXURE-VI

CHECKLIST FOR DOCUMENTS TO BE SUBMITTED BY THE BIDDER

1. Pollution Control Board Certificates as below.
 - (a) E-Waste Authorization
 - (b) Plastic Waste Certification
 - (c)Hazardous Waste Authorization
 - (d) Consent to Establish Letter
 - (e) Consent to operate
 - (f) Sample Copy of E-Waste Certification
2. Tender form Including the Commercials as per Annexure-II, duly sealed and signed by authorized signatory of company on its letter head.
3. EARNEST MONEY DEPOSIT of Rs.5,000/- in the form of DD favoring “INDIAN BANK ZONAL OFFICE GORAKHPUR” payable at Gorakhpur.
4. Sealed and Signed Copy of RFQ (To be sealed and signed by the Authorised Official of the Bidder on every page of RFQ).