

F. No. 15011/169/2023-Jus(AU)/8515

Government of India
Ministry of Law & Justice
Department of Justice

Jaisalmer House
26, Man Singh Road, New Delhi
Dated: 23.10.2023

NOTICE INVITING TENDER

Subject: Notice Inviting Tenders (NIT) for disposal of e-waste – old/obsolete AC/computer hardware and peripherals and other items.

For & on behalf of the President of India, the Department of Justice invites bids from Dismantler/Recycler of waste registered with Central Pollution Control Board or State Pollution Control Committee for disposal of items mentioned in the enclosed list (**Annexure-I**) including old/obsolete AC/computer hardware and peripherals and other items on “AS IS WHERE IS BASIS”. The tender Document can be downloaded from the website of Department of Justice i.e. www.doj.gov.in. There is no fee for Tender Documents. Tender should be submitted in a single sealed cover (as per Annexure-2)). Important dates of tender related activities are as under: -

S.No.	Description	Details
1	Available Items can be inspected at	Designated places in Department of Justice, Jaisalmer House, 26-Mansingh Road, New Delhi-11
2	Cost of Tender Document	Free
3	Published Date	24 th October, 2023 (5:00 pm)
4	Bid Documents Download Start Date	24 th October, 2023 (5:00 pm)
5	Bid Submission Start Date	24 th October, 2023 (5:00 pm)
6	Inspection of items Date and Time	26 th October, 2023 (Between 2:00 pm to 5:30 pm)
7	Bid Submission End Date	27 th October, 2023 (09:00 AM)
8	Bid Opening Date	27 th October, 2023

2. Tender Fee & Earnest Money Deposit (EMD):

- (a) Tender Fee : NIL
- (b) Tender EMD way of deposit : Rs. 10,000/- (Rupees Ten Thousand only) by way of DD/Banker Cheque in favour of DDO, Department of Justice on any scheduled Bank payable at New Delhi.

3. The Hard Copy of EMD in respect of tender Earnest Money and tender in a single sealed cover (as per Annexure-2) must be delivered to Under Secretary (Administration-I), Department of Justice, Jaisalmer House, 26-Mansingh Road, New Delhi on or before the last date of submission of Tender/Bid. Non-submission of original payment instrument like EMD shall lead to rejection of the tender.

- a. **MSME/Startup Certificate holders are exempted from submission of EMD.** Copy of valid certificate must be uploaded with technical bid.
- b. EMDs of remaining Bidders, except of the first Bidder (H1), shall be returned after issuance of Letter of Award to the Successful Bidder.
- c. The EMD of the First Highest Bidder (Successful Bidder) shall be returned after the finalization of the tender.



- d. No interest shall be paid on EMD.
- e. EMD shall be forfeited, in any of the following cases:
 - i. The Bidder withdraws its Proposal after the Proposal Due Date.
 - ii. The Successful Bidder fails to accept LOA within the stipulated period.
4. Bids shall be submitted offline/manually. Bidders/Vendors are advised to follow the instructions provided in the 'Terms and Conditions' for the submission of the bids.
5. The tender must be valid for acceptance for a **period of 90 days** from the Bid Opening Date.
6. Department of Justice reserves the right to accept or reject or cancel or relax any part or whole of the tender documents, without assigning any reason(s) thereof.
7. Bids will be opened as per date/time as mentioned in the Tender Critical Date Sheet.



(R. K. Katiyar)
Under Secretary (Admin-I)
Tel No.011- 23072136

Terms & Conditions of the Tender

1. Bids may be submitted in the enclosed prescribed Proforma (**Annexure-2**). The following documents are to be furnished by the vendor as per the tender document:

- i. Signed and Scanned copy of Tender EMD document.
- ii. Signed and Scanned copy of appropriate value of valid registration certificate, PAN NO and Tender Acceptance Letter (**Annexure-3**).
- iii. Signed and scanned copy of the registration certificate from Central Pollution Control Board / Delhi Pollution Control Committee / Pollution Control Board / Agency of a State Government as mentioned in **Annexure-2**).

1.1 Materials should be removed by the successful bidder on "as is where is" basis within five days of receipts of order after depositing the full amount in the form of Crossed Bank Draft / Pay Order / Banker's Cheque drawn in favour of **DDO, Department of Justice** on any Scheduled Bank payable at New Delhi. EMD shall be returned after 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.

1.2 The inspection of material should be done carefully by the prospective bidders or their representatives in this office premises between **2:00 PM to 5:30 PM on 26th October, 2023** and queries raised to the concerned officer at the time of inspection. No further clarifications shall be given after the above inspection.

1.3 No damage should be caused to the existing property of the Department of Justice or the Govt. while removing the auctioned articles from the site. Any loss/damage to Department or injury or personal accident suffered by any person due to negligence or action of the successful bidder or his authorized worker/supervisor will have to be indemnified by the successful bidder.

1.4 Goods/material will be removed under the supervision of designated officer(s) of the Department. Materials will have to be removed within the time stipulated in the order awarding disposal of items to the successful bidder. No extension of time will be given under ordinary circumstances. However, extension of time may be granted provided full reasons for causing such delay is given in writing by the successful bidder. Delay, beyond the stipulated time, may entail cancellation of the award. Order and forfeiture of the EMD.

1.5 The successful bidder will have to take away all Condemned listed items and not selectively.

1.6 All the bidders shall ensure compliance with the provisions contained in E-waste (Management and Handling) Rules, 2011, Batteries (Management and Handling) Rules, 2001 and guidelines issued by Government for its disposal/recycling in an environment friendly manner.

1.7 Department of Justice reserves the right to accept or reject any or all the tenders.

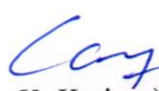
(R. K. Katiyar)

Under Secretary (Admin-I)

Tel No.011- 23072136

DETAILS OF OBSOLETE AND UNSERVICEABLE STORES FOR DISPOSAL
Department of Justice, Jaisalmer House, 26 Man Singh Road, New Delhi

Item No.	Particulars of stores	Quantity/Weight	Bidder's price	Condition and year of purchase	Mode of disposal (sale, public auction or otherwise)	Remarks
1	Water dispenser	3		2020	Bidding	Beyond repair
2	RO	1		2019	Bidding	Beyond repair
3	Mini cool KCL123 (Fridge)	1		2015	Bidding	Beyond repair
4	Hot case	2		2020	Bidding	Beyond repair
5	Sanitizer machine	4		2019	Bidding	Beyond repair
6	Scanner HP	2		2020	Bidding	Beyond repair
7	CPU (HP)	10		2017	Bidding	Beyond repair
8	CPU (HCL)	3		2017	Bidding	Beyond repair
9	TV Hyundai	1		2018	Bidding	Beyond repair
10	UPS	3		2020	Bidding	Beyond repair
11	AC Window	2		2015	Bidding	Beyond repair
12	Hitter	7		2018	Bidding	Beyond repair
13	Electric Cattle	10		2017	Bidding	Beyond repair
14	Oil Heater	1		2020	Bidding	Beyond repair
15	Wall Fan	2		2018	Bidding	Beyond repair
16	Printer (Normal)	4		2018	Bidding	Beyond repair
17	Battery (10 small + 1 big)	11		2019	Bidding	Beyond repair
18	Monitor	10		2017	Bidding	Beyond repair
19	Telephone	28		2018	Bidding	Beyond repair
20	Key board	22		2020	Bidding	Beyond repair
21	Water cooler	1		2020	Bidding	Beyond repair
22	Almira steel	6		2018	Bidding	Beyond repair
23	Big Rack	1		2011	Bidding	Beyond repair
24	Computer table	3		2020	Bidding	Beyond repair
25	Glass table	1		2015	Bidding	Beyond repair
26	Stool	1		2020	Bidding	Beyond repair
27	Stand Fan	2		2018	Bidding	Beyond repair
28	File rack	1		2020	Bidding	Beyond repair
29	Standee	24		2020	Bidding	Beyond repair
30	Cartridge (Blank)	152			Bidding	Beyond repair
31	Computer table	2		2020	Bidding	Beyond repair
32	Side rack	1		2011	Bidding	Beyond repair
33	Big table	1		2021	Bidding	Beyond repair
34	Other broken steel items				Bidding	Beyond repair


(R. K. Katiyar)

Under Secretary (Admin-I)

Tel No.011- 23072136

**PROFORMA FOR FURNISHING BIDS FOR
PURCHASE OF UNSERVICEABLE/CONDEMNED
ELECTRONICS & OTHER ITEMS OF
DEPARTMENT OF JUSTICE**

1. Name & Address of the Firm:

2. Name of the Contact person:

3. Telephone Numbers (O):
(R):
(M):
FAX:

4. PAN No.:

5. Details of EMD enclosed:
DD/Pay order No:
Date:
Amount:

6. Registration No. with Central Pollution Control Board/Delhi Pollution Control Committee/Pollution Control Board/agency of a State Government.
(Self-attested of registration certificate to be submit with online bids)

7. Validity Period: From: To:

8. Total amount quoted for items in Annexure-I

(In figures) Rs. _____

(In words _____

Name and Signature of the Bidder

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To

Subject: Acceptance of Terms & Conditions of Tender.

Tender Reference No. _____

Name of the Tender / Work: _____

Dear Sir,

I/We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: _____ 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), schedules(s), etc.), which form part of the contract agreement and I/We shall abide hereby by the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.
5. I/We do hereby declare that our Firm has not been blacklisted/debarred by any Govt. Department Public Sector undertaking. I/We also declare that our Firm has not been involved in bankruptcy nor any case pending in any court of law.
6. I/We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or treason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder with official seal)