

केन्द्रीय विद्यालय नं. 1, एच.ई.सी., राँची, झारखण्ड
KENDRIYA VIDYALAYA NO. 1, H.E.C., RANCHI, JHARKHAND

TENDER DOCUMENT
FOR DISPOSAL OF E-WASTE / UNSERVICEABLE IT EQUIPMENT

Through Sealed Price Bid – Single Complete Lot

Particular	Details
Reference No.	F.40029/के.वि.एच.ई.सी.(राँची)/1181/2025-26
Disposal Material	E-waste / obsolete and unserviceable IT equipment listed in Annexure-C
Date of Tender	01.10.2026
EMD	Rs. 500/- by Demand Draft in favour of “VVN Account, Kendriya Vidyalaya No. 1 HEC Ranchi”, payable at Ranchi
Inspection	On all working days from 03.10.2026 to 08.10.2026 from 10:00 AM to 01:30 PM, by prior permission of the Vidyalaya Principal
Bid Submission	03.10.2026 to 08.10.2026, from 10:00 AM to 01:30 PM
Opening of Bids	09.10.2026 at 12:30 PM in the office of the Principal
Basis of Disposal	AS IS WHERE IS & WHAT IS BASIS – Complete Lot (item-wise bids shall not be accepted)
Lifting	Within 3 working days of full and final payment, unless otherwise permitted in writing

IMPORTANT: Bidders shall read the complete Tender Document, inspect the material and submit the bid only after satisfying themselves regarding eligibility, quantity, condition, location and all other aspects of the disposal lot.

1. NOTICE INVITING SEALED PRICE BIDS

Sealed price bids are invited from eligible and duly registered/authorised E-Waste Dismantlers/Recyclers (**Registered dismantler/recycler authorized by the State or Central Pollution Control Board**) for disposal of obsolete, unserviceable, condemned and/or otherwise disposable Information Technology and electronic equipment lying at Kendriya Vidyalaya No. 1, H.E.C., Ranchi, Jharkhand, including computers, CPUs, UPS, printers, photocopy machines and other related electronic/electrical items as detailed in Annexure-B.

“The bidder shall be a validly registered E-Waste Recycler under the E-Waste (Management) Rules, 2022, with registration on the CPCB E-Waste EPR Portal, and shall possess all applicable Consent/Authorisation issued by the concerned State Pollution Control Board. Mere possession of a general Consent to Establish/Consent to Operate or general registration with an SPCB shall not, by itself, be treated as proof of registration as an E-Waste Recycler.”

The disposal shall be conducted in accordance with the applicable provisions of the E-Waste (Management) Rules, 2022, as amended from time to time, KVS Guidelines and other applicable environmental, taxation and statutory requirements.

The entire lot shall be offered on “AS IS WHERE IS & WHAT IS BASIS”. The successful bidder shall be responsible for payment, statutory compliance, labour, loading, transportation, safe removal, recycling/dismantling and environmentally sound disposal, as applicable.

“The minimum prescribed value is 5% of the total original purchase value of the complete lot. Bids below 5% may be quoted; if no responsive bid of 5% or above is received, a below-5% bid may be considered subject to prior KVS Regional Office, Ranchi approval.”

2. ELIGIBILITY OF BIDDERS

1. Only firms/agencies legally authorised and currently registered as E-Waste Recyclers/Dismantlers, **(Registered dismantler/recycler authorized by the State or Central Pollution Control Board)** as applicable, with the competent authority under the prevailing E-Waste regulatory framework shall be eligible.

“The bidder shall be a validly registered E-Waste Recycler under the E-Waste (Management) Rules, 2022, with registration on the CPCB E-Waste EPR Portal, and shall possess all applicable Consent/Authorisation issued by the concerned State Pollution Control Board. Mere possession of a general Consent to Establish/Consent to Operate or general registration with an SPCB shall not, by itself, be treated as proof of registration as an E-Waste Recycler.”

2. The bidder shall participate strictly in its own name and shall possess valid registrations, licences and authorisations required for the proposed e-waste recycling activity. No bidder shall rely upon or use the registration/eligibility of any third party or participate through another firm/entity.
3. The bidder shall submit a valid registration/authorisation certificate and documentary evidence of its current status. The certificate must cover the relevant category of activity/material, wherever applicable.
4. The bidder shall submit PAN, GSTIN (where applicable), firm/company registration details, full address, contact details and details of the authorised signatory.
5. The bidder shall submit a self-declaration that it is not blacklisted, debarred or otherwise prohibited by any Government Department, PSU, autonomous body or competent authority from participating in public procurement/disposal processes.
6. The bidder shall possess the legal capacity, infrastructure and authorisation necessary for collection, transportation, dismantling/recycling and environmentally sound management of the material.
7. The bidder shall not assign or transfer the tender/bid or the resultant purchase rights to any third party without prior written permission of the Vidyalaya.

3. DOCUMENTS TO BE ENCLOSED WITH BID

- General Terms & Conditions – Bidder’s Acceptance in Annexure - A
- Signed and completed Price Bid in Annexure - B.
- Original Demand Draft for EMD of Rs. 500/-.
- Valid E-Waste registration/authorisation certificate.
- PAN and GSTIN certificate, where applicable.
- Firm/company/agency registration or constitution document.
- Authorisation letter for the person signing/submitting the bid, where applicable.
- Self-declaration regarding non-blacklisting/debarment in Annexure – C
- Undertaking for environmentally sound e-waste disposal in Annexure - D

Failure to enclose any mandatory document may render the bid non-responsive and liable for rejection. The Vidyalaya may seek verification of submitted documents; however, such verification shall not create any right in favour of the bidder.

4. INSPECTION OF MATERIAL

1. Bidders may inspect the entire disposal lot at the Vidyalaya on all working days from 03.10.2026 to 08.10.2026 from 10:00 AM to 01:30 PM, by prior permission of the Vidyalaya Principal, before submission of their bids.
2. Inspection is solely the responsibility of the bidder. Bidders shall satisfy themselves regarding the identity, quantity, physical condition, completeness, usability, scrap value, recoverable value, location and all other characteristics of the material.
3. No claim for reduction of bid price, cancellation of sale, compensation or refund shall be entertained on the ground of non-inspection, misjudgement of condition, age, make, model, quantity,

working/non-working condition, missing parts, damage, corrosion or any other visible or discoverable defect.

4. After submission of the bid, the bidder shall be deemed to have accepted the material in its inspected condition and on the stated basis of sale.
5. Photography, testing, movement or opening of sealed/locked equipment will not be permitted by the Vidyalaya.

5. PREPARATION AND SUBMISSION OF BID

1. ***The bidder shall quote a minimum price equivalent to 5% of the original purchase value of the IT equipment, as stipulated by KVS. Bids below 5% may be quoted; if no responsive bid of 5% or above is received, a below-5% bid may be considered subject to prior KVS Regional Office, Ranchi approval.***
2. The bid shall be submitted only in the prescribed format at Annexure-B and shall be signed by the bidder/authorised signatory.
3. The bid shall be placed in a properly sealed envelope. The envelope shall be superscribed: "SEALED BID FOR DISPOSAL OF E-WASTE / UNSERVICEABLE IT EQUIPMENT – SINGLE LOT".
4. The sealed bid shall be addressed to the Principal, Kendriya Vidyalaya No. 1, H.E.C., Ranchi, Jharkhand.
5. Bids shall be received at the Vidyalaya office from 03.10.2026 to 08.10.2026 from 10:00 AM to 01:30 PM. Late bids shall be summarily rejected. Telephonic, fax, e-mail, WhatsApp, open or oral bids shall not be accepted.
6. Any cutting, overwriting or alteration in the bid must be duly authenticated by the authorised signatory; otherwise the bid may be rejected.
7. In case of discrepancy between the amount in figures and words, the amount in words shall ordinarily prevail, subject to verification/correction by the competent authority and the bidder's acceptance. If the discrepancy is material or renders the bid ambiguous, the bid may be rejected.
8. EMD of Rs. 500/- (Rupees Five Hundred only) shall be submitted by Demand Draft in favour of "VVN Account, Kendriya Vidyalaya No. 1 HEC Ranchi", payable at Ranchi.
9. Bid without the prescribed EMD shall be treated as non-responsive and may be rejected without further consideration. No interest shall be payable on EMD.
10. EMD shall be liable to forfeiture if the successful bidder withdraws the bid, fails to deposit the balance sale amount within the prescribed period, refuses to accept the award, or fails to comply with material terms of the tender.
11. Selective, conditional or partial bids shall be treated as non-responsive. All items must be quoted and total given thereof.
12. All annexures from A to D must be enclosed in the Bid.

6. OPENING AND EVALUATION OF BIDS

1. Sealed bids shall be opened on 09.10.2026 at 12:30 PM in the presence of the Principal and Tender/Disposal Committee and bidders or their authorised representatives who choose to attend.
2. Only bids satisfying the eligibility, documentation, EMD and other mandatory requirements shall be considered responsive.
3. Responsive bids shall be compared on the basis of the consolidated total basic amount quoted for the complete lot and the highest acceptable responsive bid may be considered for award, subject to approval of the competent authority and compliance with all tender conditions.
4. The highest monetary quote alone shall not confer an automatic or vested right to award of the lot.
5. In case of a tie in the highest acceptable responsive bid, the Vidyalaya may adopt an appropriate transparent method permitted under the applicable rules/procedure, including seeking revised sealed bids from the tied eligible bidders.

7. PAYMENT, LIFTING / REMOVAL OF MATERIAL

1. The successful bidder shall deposit the full amount, within 5 (five) days from the date of issue of the award/acceptance letter, unless a different period is expressly specified in that letter.
2. Payment shall be made through Demand Draft/Bank Transfer/other mode specifically authorised by the Vidyalaya. Cash payment shall not be accepted. Applicable GST and other statutory taxes/duties, wherever leviable, shall be borne and deposited by the successful bidder in addition to the accepted basic bid amount.
3. No material shall be released until the Vidyalaya has received and verified the full and final amount due, including applicable taxes/charges as required.
4. Failure to make full payment within the prescribed period shall constitute default and may result in cancellation of the award and forfeiture of EMD, without prejudice to other remedies available under the applicable rules.
5. The material shall be lifted within 3 (three) working days from the date of full and final payment, unless the Vidyalaya grants an extension in writing. Lifting shall be permitted only during the working hours specified by the Vidyalaya and under supervision of authorised staff.
6. All labour, packing, loading, handling, dismantling, tools, vehicles, transportation, permits and incidental expenses shall be arranged and borne by the successful bidder at its own risk and cost.
7. Only the bidder or a duly authorised representative shall be permitted to take delivery. Proper authorisation and identity proof shall be produced.
8. No picking, choosing, sorting, dismantling, cutting or removal of individual components shall be permitted before full payment and written release/permission.
9. The bidder shall remove only the awarded material, report any discrepancy before removal, and be responsible for any damage caused to the Vidyalaya's property during removal, including its repair/reinstatement at the bidder's cost.
10. If the material remains unlifted after the permitted period, the Vidyalaya may treat the lot as abandoned and may cancel the award, forfeit EMD and/or amounts already paid, and re-dispose/re-sell the material in accordance with applicable rules.

8. QUANTITY / DESCRIPTION / CONDITION

1. Descriptions and quantities in Annexure-B are based on the Vidyalaya's available records/physical verification and are provided for identification and bid purposes.
2. Minor variation, discrepancy or error in description, make, model, serial number or quantity shall not by itself invalidate the sale.
3. Bidders must inspect the material before quoting. Where the actual material available for delivery is materially less than the quantity specifically recorded and accepted by the Vidyalaya, any adjustment, if legally/administratively admissible, shall be decided by the competent authority on verification.
4. No claim shall be entertained for deterioration, missing accessories, non-functioning condition or defects that were visible or reasonably discoverable during inspection.

9. ENVIRONMENTAL AND E-WASTE COMPLIANCE

1. The successful bidder shall comply with the E-Waste (Management) Rules, 2022 and all amendments, notifications, directions and applicable statutory requirements in force at the time of disposal.
2. The successful bidder shall ensure that e-waste is transported, stored, dismantled, recycled and/or processed only through legally authorised channels and in an environmentally sound manner.
3. The successful bidder shall not dump, burn, bury, abandon, export, sell or otherwise dispose of the e-waste in any manner prohibited by law.
4. The successful bidder shall furnish documentary proof of authorised recycling/processing/disposal, including a recycling/disposal certificate or equivalent record, after completion of disposal within 15/30 days of completion of lifting.

5. The successful bidder shall be solely responsible for any environmental, statutory, civil or penal consequence arising from its handling, transportation, dismantling, recycling or disposal activities after release of the material.
6. The bidder shall not represent that the Vidyalaya has authorised any unlawful disposal method or activity.

10. CONFIDENTIALITY / DATA SECURITY

1. Before release of IT equipment, the successful bidder shall not access, copy, extract, disclose or misuse any data, files, credentials, storage media or information that may be present in the equipment.
2. The Vidyalaya may remove, disable, wipe or otherwise sanitise storage media/data before release wherever considered necessary. The bidder shall not interfere with such process.
3. Any residual data discovered after release shall be treated as confidential and shall not be accessed, copied, disclosed or retained. The bidder shall promptly inform the Vidyalaya if any such data is encountered.
4. Where applicable, the successful bidder shall provide a written undertaking/certificate confirming environmentally sound processing and, where specifically required, destruction/data sanitisation of storage media.

11. NON-INFLUENCE / INTEGRITY OF THE PROCESS

1. Any attempt by a bidder, its agent, consultant, employee or representative to influence the Tender/Disposal Committee, Vidyalaya officials or the outcome of the process may result in rejection of the bid.
2. Any offer of inducement, commission, gift, benefit or other improper consideration to any official connected with the process shall be treated as a serious violation and may lead to rejection/blacklisting proceedings as per applicable rules.
3. Bidders shall not enter into any arrangement intended to manipulate or restrict competition or otherwise compromise the integrity of the disposal process.

12. RIGHT OF THE VIDYALAYA

1. The Principal/competent authority reserves the right to accept or reject any bid, including the highest bid, wholly or partly, without assigning reasons, subject to applicable rules.
2. The Vidyalaya may withdraw any item/lot, cancel, postpone, modify or re-invite the tender at any stage before final award where permitted under the applicable rules.
3. No bidder shall have any claim for compensation, loss of profit, expenditure incurred or any other consequence merely because its bid was not accepted or the tender was cancelled/withdrawn.
4. The decision of the competent authority shall be final and binding in accordance with applicable KVS rules and Government instructions.

13. DISPUTE RESOLUTION AND JURISDICTION

1. Any dispute arising out of or in connection with this tender/disposal shall first be brought to the notice of the Principal/competent authority for administrative resolution in accordance with applicable KVS rules and Government instructions.
2. Where arbitration is legally applicable and specifically invoked by the competent authority, it shall be conducted in accordance with the applicable law and the competent authority's written order/appointment.

14. ORDER OF PRECEDENCE / INTERPRETATION

In case of any ambiguity or inconsistency, the provisions of applicable Central Government/KVS rules, statutory notifications and environmental regulations shall prevail over any inconsistent provision of this tender document. Any clarification issued in writing by the Vidyalaya before the bid submission deadline shall form part of the tender conditions.