

DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
GOVT. OF NCT OF DELHI
1-CANNING LANE, K.G. MARG, NEW DELHI-110001

F.NO.39 (80)/Condemnation/DWCD/CTB/2018-19/ 29405-417

Dated:
29 OCT 2018

To,

(As per list enclosed)

Sub: - Invitation of Sealed Quotation from empanelled Vendors of DPCC, Govt. of Delhi for disposal of scrap of e-waste of this office.

Sir,

I am directed to send herewith instructions along with Performa which is relevant for submission of quotations for disposal of scrap of e-waste with the request to send the sealed quotation in the enclosed format along with EMD of Rs.5000/- (**Rupees Five thousand only**) to be drawn in favour of **Director, Department of Women and Child Development, Govt. of Delhi** in the form of Pay Order/Demand Draft only before the due date and time of submission of the quotation mentioned in the Performa. The quotation may be deposited in the designated tender box kept in the office of Joint Director (CTB), at the above mentioned address on or before 15/11/2018 up to 11:00 AM.

Yours faithfully,



(S.C. Vats)

Joint Director (CTB)

Encl.: As above.

Copy to:-

1. **Special Secretary** (Environment), Department of Environment, Govt. of NCT of Delhi, 6th Level, C -Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002 msdpcc@nic.in with the request to intimate the empanelled vendors of DPCC.
2. **Director (Environment)**, Department of Environment, Govt. of NCT of Delhi, 6th Level, C -Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002 direnv.delhi@nic.in with the request to intimate the empanelled vendors of DPCC.

13. Assst. Programme for upload of on n e website of msdpcc.



(S.C. Vats)

Joint Director (CTB)

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QUOTATION

Sealed Quotations are invited from the empanelled vendors of DPCC, Govt. of NCT of Delhi for disposal of scrap of e-waste of this office. The description of the e-waste is as given below:-

Item No.	Particulars Model Photocopier Machines	Location	Quantity
1.	Photostate Machine	DEPARTMENT OF WOMEN & CHILD DEVELOPMENT 1-CANNING LANE, K.G. MARG, NEW DELHI	14 (Fourteen)
2.	Desktop/CPU	-do-	22 (Twenty Two)
3.	Monitor	-do-	35 (Thirty Five)
4.	Printer	-do-	20 (Twenty)
5.	UPS	-do-	11 (Eleven)
6.	Multifunction Printer	-do-	03 (Three)

2. **Schedule of tender:**

Period of issuance of quotation : 29/10/2018
Date and time for submission of quotation : 15/11/2018 up to 11:00 am
Date and time of opening of the quotation : 15/11/2018 at 03:00 pm

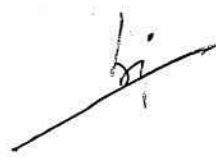
3. **Scope of the work**

Lifting & proper disposal of the e-waste (obsolete items mentioned above) as per the guidelines issued by Ministry of Environment, Govt. of India at their own cost. The e-waste shall be provided to bidder on *as is where is basis*.

4. **The terms and condition**

The interested empanelled vendors of DPCC, Govt. of NCT of Delhi are required to submit along with the bid, the following documents:-

- (i) An EMD of Rs.5000/- in form of Pay Order/Demand draft/Fixed Deposit (only) of a scheduled Bank in favour of **Director, Department of Women and Child Development, Govt. of Delhi**. The EMD, in cash or through cheque shall not be accepted due to administrative reasons.
- (ii) Valid certificate or Consent order issued by Delhi Pollution Control Committee (DPCC) in respect of bidder.
- (iii) The bid/Rate should be submitted in the prescribed manner i.e. per Kilogram of e-waste and as per prescribed Performa, mentioned hereinafter. The rate should be in Indian Rupees. The bid submitted in any other form or on other loose paper shall liable to be rejected.



- (iv) The bid received after stipulated time & date shall be rejected out rightly. No document, after submission of bid will be considered. Hence, bidders are requested to ensure that all necessary documents should be enclosed with the bid well in advance i.e. while submitting bid.
5. The bid should be submitted in a sealed cover. Quotations without EMD or requisite certificate of DPCC will be summarily rejected. Normally, the highest rate quoted bidder will eligible for award of the work. However, Director, Govt. of NCT of Delhi, Delhi does not bind himself to accept the highest bid. The Department reserves rights to annul the whole tendering process or reject any or all the quotations without assigning any reason at any point of time. The decision of the Director, DWCD, Govt. of NCT of Delhi shall be final and binding in this regard.
6. The letter of Acceptance (LOA) shall be issued in respect of successful bidder after assessment of all bids. The work award letter shall be issued after receipt of full amount of bid in form of demand draft of any scheduled Bank in favour of Director, DWCD, Govt. of NCT of Delhi from the successful bidder within 03 days of the issue of LOA. Failing to deposit entire due amount of bid by the successful bidder in time shall entail to forfeiture of EMD in full without prejudice to the other rights and remedy available to the Govt. against the bidder. The successful bidder has to lift the e-waste within 07 days from the date of issue of work award letter. Further, in case the successful bidder fails to lift the e-waste within time stipulated, his EMD/security money shall liable to forfeit along with other sums/deposit. However, the successful bidder shall be allowed to lift the e-waste within 07 days after the time stipulated only with payment of additional charges of Rs.500/- for each day of delay.
7. A certificate to the effect that the e-waste lifted from this office has not been resold in its original form but dismantled is to be furnished by the successful bidder. The EMD of successful bidder shall become the performance security and will be released only after providing the above certificate. The EMD of unsuccessful bidders shall be refunded after finalization of financial bids.
8. The bid submitted shall remain valid for acceptance for a period of 120 days from the date of bidding. After submission of bid, it is not permissible to withdraw the bid by any of the bidder. In case any bidder withdraws or modify his bid during the intervening period of acceptance, his EMD shall be forfeited and his quotation shall stand cancelled.
9. All the disputes are within the jurisdiction of Delhi.
10. Interested parties may visit the Location at mentioned above on any working day between 2:00 pm to 04:00 pm.
11. Desktops/CPUs will be disposed off without HDD/RAMs or after crushing the same for safety and security of Govt. data.
12. For more information please log in to www.wcddel.in


JOINT DIRECTOR (CTB)

GOVT. OF DELHI
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Proforma of Bidding

S.No.	Particulars	Details
1.	Name and Address of the Vendor/bidder.	
2.	Serial Number of the vendor in the empanelled list of DPCC.	
3.	Details of certificate/Consent Order of DPCC and its validity.	
4.	EMD details i.e. DD No., dated, amount and Name of Bank, Branch etc.	
5.	Financial Offer For Rate per Kilogram For lifting and disposal of all the items mentioned above.	Rate per KG in figure Rs..... Rate per KG in words Rupees

I, the undersigned, being the bidder / a person duly authorized to submit the above quotation on behalf of the firm/ company namelydo hereby confirm that the particular given above are correct and certified by me to be true and nothing has been concealed therefrom.

I have accepted the terms and condition mentioned above.

SEAL OF THE COMPANY

Place:-

Date:-

**SIGNATURE AND SEAL OF THE
AUTHORISED SIGNATORY / BIDDER**