

केनरा बैंक  Canara Bank

**REQUEST FOR PROPOSAL [RFP] FOR**

**“Disposal of Old/Unusable/Obsolete Computer Hardware, Peripherals etc. lying at Canara Bank Integrated Treasury Wing, Mumbai.**

**[This RFP is limited to Vendors Empanelled by Canara Bank for Disposal of E-Waste as per Annexure-I].**

**Issued By:**  
**Canara Bank**  
**T M Section, Integrated Treasury Wing**  
**Canara Bank Building, B Wing,**  
**5<sup>th</sup> Floor, C-14, G Block, Bandra Kurla Complex,**  
**Bandra (East), Mumbai 400 051**  
**Contact - 022-26725223/21/17**  
**Email id - tmstreasuryum@canarabank.com**



Details in Brief

Sl. No.	Description	Details
1.	RFP No. and Date	ITW/RFP-04/2018-19 dated 12.10.2018
2.	Location Address for submission of Bid/s [Address for Communication]	Canara Bank, T M Section ITW, Canara Bank Building B Wing, V <sup>th</sup> Floor, C-14, G Block Bandra Kurla Complex Bandra (East) Mumbai 400 051  Contact - 022-26725223/21/17 Email id - tmstreasurymum@canarabank.com
3.	Date of Issue	Date: 12.10.2018
4.	Last Date of Submission of Queries for Pre Bid Meeting	The Pre Bid Queries on the RFP may be sent through email <u>or</u> in writing at the address specified above, on or before 24.10.2018 @ 3.00 PM
5.	Last date for inspection of items on or before	25.10.2018 5.00 pm
6.	Date of Pre Bid Meeting	26.10.2018 @ 3.00 PM
7.	Last Date of Submission of Bids	29.10.2018 @ 3.00 PM
8.	Date and Time of Opening Bid	29.10.2018 @ 3.30 PM
9.	Date and Time opening of Commercial Bid.	Will be intimated at a later date.
10.	Cost of Application Money	NIL
11.	Earnest Money Deposit(Refundable)	Rs.25,000/- (including GST)
This document can be downloaded from Bank's website <a href="http://canarabank.com/english/announcements/tenders">http://canarabank.com/english/announcements/tenders</a>		



**A. Instructions to Bidders (ISB)**

Disposal of Old/Unusable/Obsolete Computer Hardware, Peripherals, lying at Integrated Treasury Wing, Mumbai as per Annexure.

**1. Introduction:**

Canara Bank, Integrated Treasury Wing, Mumbai, intends to dispose old/unusable/obsolete Computer Hardware, Peripherals, etc. (Identified by Bank), lying at Integrated Treasury Wing, Mumbai. For this, sealed price quotations are invited from the Empanelled vendors for participation in the Tender process.

**2. Scope of Work:**

2.1. Scope includes collecting & purchasing various Hardware items (*identified by the Bank for disposal*) from our Integrated Treasury Wing premises on "as is where is basis" for disposal/recycling/reusing in line with Central/State Government guidelines.

**3. Eligibility Criteria:**

3.1. This RFP is limited to the Empanelled vendors for disposal of E-Waste with Canara Bank.

3.2. The Empanelled vendors should hold valid Certificate from State Pollution Control Board/Govt. Authorities for undertaking E-Waste Disposal as on the date of RFP. The copy of the certificate should be submitted along with the bid.

3.3. The Empanelled vendors quoting for this RFP should agree to the condition to "remove the storage media viz., Hard disk, Tapes, DATs, etc. and the same has to be degaussed in front of the Concerned Bank officials before lifting the E-Waste from the Various locations of the Bank".

3.4. The Empanelled vendors need to submit an undertaking that all the e-waste items, *as proposed by Canara Bank for disposal* will be disposed off as per e-waste disposal guidelines of State / Central government authorities.

**4. Terms & Conditions:**

4.1. The bid is non-transferable.

4.2. Incomplete and unsigned price quotations are liable to be rejected.

4.3. EMD amount to be submitted along with the bid. Non submission of the EMD along with bid will not be evaluated and application money remitted will be forfeited.

4.4. Price Schedule (Commercial Offer) is attached with this Tender notice as per Annexure-II.

4.5. The empanelled vendors may inspect the items on or before 25.10.2018 @ 5.00 PM and satisfy themselves about the items for which they are bidding for. The Locations details where the E-Waste can be inspected are as per Annexure-III. Items are to be taken by the successful vendor from the Integrated



Treasury Wing as referred in Annexure-III.

- 4.6. The empanelled vendors shall bear all the costs associated with the preparation and submission of its bid, and Canara Bank in no case will be responsible or liable for these costs, regardless of conduct or outcome of bidding process.
- 4.7. All expenses pertaining to collecting, transporting for disposal (*as per govt. guidelines*), is to be borne by the successful bidder.
- 4.8. Item shall be sold to the bidder with highest bid price.
- 4.9. The successful bidder has to remit the total amount quoted in the bid by way of Demand Draft favoring Canara Bank and send it to our Office within 15 Working days of intimation of being H1 Bidder.
- 4.10. The Successful bidder has to lift all the items from disposal site within 2-3 weeks, after issuance of Order. On failure to do so, Canara Bank, T.M Section, Integrated Treasury Wing Mumbai shall have the right to forfeit the entire EMD remitted and Bank may dispose the items through H2/H3 Bidders.
- 4.11. The Successful bidder to comply and ensure with the Tender Clause on Degaussing of data as referred in Clause (3.3) above and submits appropriate confirmation documentation declaration for the same.
- 4.12. The Bank reserves the right to accept or reject any price quotation or cancel the disposal process and reject all quotations at any time, without thereby incurring any liability to the affected empanelled bidder or bidders or any obligation to inform the affected empanelled bidder or bidders of the ground for the Bank's action. The empanelled vendors may on their own interest contact the Bank on the status of the tender after opening of the bids.
- 4.13. Once the Hardware items are handed over to the successful bidder, the same shall not be taken back by the Bank.
- 4.14. All the required documents to transport the E-Waste from Integrated Treasury Wing to bidder's location (complying with the Govt. Guidelines), will be arranged from the bidder's side. Bank will only give the required declaration.
- 4.15. Any bid received by the Bank after the last date for submission of bid prescribed by the bank will be rejected and/or returned unopened to the Empanelled bidder, which the bidder has to collect from the Bank.

## 5. Submission of Bids:

- 5.1. The bid should be submitted in sealed cover addressed to the Bank at the following address within the date and time specified in the (Bid details in Brief) above.

Canara Bank, T M Section  
Integrated Treasury Wing, Canara Bank Building  
B Wing, 5<sup>th</sup> Floor, C-14, G Block  
Bandra Kurla Complex, Bandra (East)  
Mumbai 400 051  
Contact - 022-26725223/21/17  
Email id - [tmstreasuryum@canarabank.com](mailto:tmstreasuryum@canarabank.com)



**6. Bid System Offer:**

- 6.1. The response to the RFP will be submitted by way of two stage bidding process comprising of Technical & Commercial Bid as detailed below:
- 6.1.1. **Technical Criteria:** Indicating their compliance to Technical Compliance and submission of valid Central / State Govt. Pollution Control Board certificate along with the EMD by way of DD.
  - 6.1.2. **Commercial Bid:** furnishing all relevant information as required as per Bill of Material as per Annexure-II.
  - 6.1.3. Both the sealed and covered Bids should be put in a closed envelope and should be superscribed as "Offer to Disposal of Old/Unusable/Obsolete Computer Hardware, Peripherals etc. lying at Canara Bank, Integrated Treasury Wing, Mumbai RFP : ITW/RFP-04/2018-19 dated 12.10.2018" on the top of the envelope.
  - 6.1.4. The envelope shall bear the RFP No., RFP Details, name & complete postal address of the bidder and authority to whom the Bid is submitted.
  - 6.1.5. The envelope/s should be properly sealed and submitted.
  - 6.1.6. All documents must be duly signed by the authorized signatory of the bidder. No overwriting, erasures are permitted.

**7. Amendment to Bidding Document:**

- 7.1. At any time prior to deadline for submission of Bids, the Bank, for any reason, whether, at its own initiative or in response to any clarification requested by prospective empanelled bidder, may modify the bidding document, by amendment.
- 7.2. Notification of amendments will be made available on the Bank's website (i.e. <http://www.canarabank.com/english/announcements/tenders>) and will be binding on all bidders and no separate communication will be issued in this regard.
- 7.3. In order to allow reasonable time to prospective bidders to take the amendment into account in preparing their bids, the Bank, at its discretion, may extend the due date for submission of bid for a reasonable period as decided by the Bank for the submission of Bids.

**8. Earnest Money Deposit (EMD):**

- 8.1. The bidder shall furnish Earnest Money Deposit (EMD) of Rs.25,000/- (Rupees Twenty five thousand only) including GST by way of Demand Draft drawn on any scheduled bank in favour of Canara Bank, payable at Mumbai and should be kept along with the Bid. The EMD of the un-successful Bidders will be returned upon the H1 Bidder accepting the order.
- 8.2. The EMD may be forfeited:
  - 8.2.1. If the bidder withdraws or amends the bid during the period of bid validity specified in this document.
  - 8.2.2. If the selected bidder fails to accept the order within 7 days in accordance with the terms of the RFP.



9. **Bid Validity Period:**

The Offer submitted and the prices quoted therein shall be valid for 30 days from the date of opening of Commercial Bid. Bid valid for any shorter period shall be rejected by the Bank.

10. **Price Composition:**

- 10.1. The price quoted should be only in Indian Rupees.
- 10.2. The bidder has to give price of all the items separately, as mentioned in Bill of Material as per Annexure-II.
- 10.3. The bidders should alone bear the expenses like transportation, loading/unloading charges etc.
- 10.4. The bidder has to quote applicable GST as mentioned in the Bill of Material.

11. **Opening of Bids:**

- 11.1. Techno-Commercial offer will be opened in our office as per date/time mentioned in the Bid details in Brief.
- 11.2. The representative of the bidder can be present for the opening of the Bid. No separate intimation will be given in this regard to the bidders for deputing their representative. The bid will be opened in the presence of Bidder's representative and Bank Officials.
- 11.3. Non-attendance at the bid opening will not be a cause for disqualification of a bidder.

12. **Evaluation Criteria:**

- 12.1. The Bids which are qualified in Eligibility/Technical Criteria would be considered for Commercial Evaluation.
- 12.2. For Commercial evaluation, Total Bid Price i.e. Total Cost of all the units will be the basis of comparison amongst the eligible bidders to rank them, in order to determine the Highest Evaluated Bid.
- 12.3. After completing the above process, the Bank will declare H1, H2, H3.... Bidder in order to determine the Highest evaluated Bid (H1) and will award the contract to the H1 Bidder. In case of failure or refusal to execute the order, Canara Bank, TM Section, Integrated Treasury Wing Mumbai shall have the right to dispose the items to H2/H3 bidder on matching the H1 (Highest) prices.

कृते केनरा बैंक / FOR CANARA BANK



सहायक महा प्रबंधक / ASSISTANT GENERAL MANAGER

सम्बन्धित कोष विभाग, मुंबई / INTEGRATED TREASURY WING, MUMBAI

Assistant General Manager (TOE)

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REMESH M. K.

सहायक महा प्रबंधक / ASSISTANT GENERAL MANAGER

इ. सं. / S. P. No. 34272



Annexure-I

Details of the Vendors empanelled for disposal of E-Waste in Canara Bank valid till 02/07/2019.

Sl No	Name of the Company with Address	Contact Person Details
1	M/s Deshwal Waste Management Pvt Ltd. Unit No:405, Vipul Business Park, Sohna Road, Gurugram - 122018 Email:raj@dwmpl.com Website:www.dwmpl.com Phone:0124-4993494	Mr.Viresh Keshri, Manager Mobile No:9910055047 Email:keshri.viresh@dwmpl.com
2	M/s EcoCentric Management Private Ltd. E-201/202, Remi Biz Court, Shah Industrial Estate, Veera Desai Road, Andheri West, Mumbai-400053 Email:info@ecocentric.co.in Website:www.ecocentric.co.in Phone:022-42957691	Mr. Rajat Verma, Manager-Business Development Mobile:08861669698, 022-42957691 Email:rajat.verma@ecocentric.co.in
3	M/s E-Waste Recyclers India. E-50, UPSIDC Industrial Area, Kosi katawan -281403 Dist:Mathura, Uttar Pradesh Email:ewaste@ewri.in Website:WWW.EWRI.IN Phone:011-4000-0000	Mrs. Anjali Co-ordinator Mobile:09990133399 011-4000-0000
4	M/s Khanija Recycling India Pvt Ltd. No.C 32/2, Veerasandra Industrial Estate, Hosur Road, Bengaluru - 560 100 Karnataka Email:swaroop@khanijarecycling.com Website:www.khanijarecycling.com Phone:080-27820118	Mr. Swaroop.K.M Director Mobile:9164488886 080-27820118 Email:swaroop@khanijarecycling.com
5	M/s KH E- Waste Recyclers. No.104, 1st Floor, 1st Main Road, 4th Cross, Azeez Sait Industrial Area, Nayandahalli, Bengaluru - 560 039 Email:khewaste@gmail.com Website: Phone:080-23398610	Mr. K. Ansar Baig Partner Mobile-09986979746
6	M/s Leela Traders. # 21/44, 1st Floor, Waller's Road, Chintadripet, Chennai - 600 002. Tamil Nadu Email:leelatradess@hotmail.com Website:www.leelatraders.com Phone:9380888877	Mr. V Kumaran, Proprietor Mobile:9380888877 044-28420404. Email:v.kumaran@hotmail.com





7	M/s Reteck Envirotech Pvt Ltd. Office No.1005, 10th Floor, Cyber One, Plot No.4 & 6, Sector-30A, Vashi, Navi Mumbai - 400703 Maharashtra Email:info@reteck.in Website:www.reteck.in Phone:9820306655	Mr. Shreyas Dadde Manager Mobile +91-7670956600 Email:shreyans.d@reteck.in
8	M/s Solapur Econ Recyfine. Shop No.1, Veetrag Vertex; Opp. Naval Petrol Pump, Railway Lines, Solapur - 413001. Maharashtra Email:solapureconrecyfine@gmail.com Website:www.erecyclers.in Phone:0217-2319000	Mr. Vaibhav Vilas Kulkarni Partner Mobile 09860409988 0217-2319000
9	M/s Z ENVIRO Industries Private Limited. H.NO. 8-2-686/PD/B-5, 1st Floor, Prime Dwelling Apartments, MLA Colony, Road No.12, Banjara Hills, Hyderabad - 500034. Telangana Email:info@zenviroidustries.com Website:www.zenviroidustries.com Phone: 040-65222259, 23340004, 66176866	Mr. MA Mujeeb Qadri Director Mobile-09246176867





Annexure-II

Bill of Material

Price Schedule for Hardware items to be disposed

To,  
 The Senior Manager  
 Canara Bank  
 T M Section  
 Integrated Treasury Wing  
Mumbai

We declare that we have inspected the hardware items and are interested to purchase the same on "As is where is Basis". Our offer for the items is as below:

Sl. No.	Item Description	Qty	Unit Price (Rs.)	Total Cost (Rs.)	Applicable GST	Total Cost with GST
1	CPU	54				
2	Dot matrix printer	2				
3	Laserjet printer(Big)	5				
4	Laserjet Printer(Small)	12				
5	LCD Monitor	17				
6	Mouse	1				
7	CRT Monitor	4				
8	Keyboard	50				

Note:

- ✓ The bidder has to bid for all the items listed above in full lot.
- ✓ The item price is inclusive of all miscellaneous charges like transportation, labour, all taxes or any other expenses. We have gone through all the terms and conditions in the tender document and agree with the same. We understand that in event of non-compliance of the terms and conditions of the tender, our tender can be cancelled at any time of the tender process.
- ✓ We undertake that we have checked the available material & specified quantity as mentioned above at respective locations with respect to availability of CPU's, Cabinets, Motherboards, Processors, Hard disks, Cables etc. and have quoted accordingly.
- ✓ The bidder has to quote for each line item.
- ✓ The Unit Cost should be given in full INR (i.e. without decimal places).
- ✓ In case of discrepancy between unit price and Total price, the unit price shall prevail.
- ✓ We understand that the Bank is not bound to accept the tender either in part or in full and that the Bank has right to reject the offer in full or in part without assigning any reasons whatsoever.

Place:

Date: \_\_\_\_\_

Seal & Signature of Authorized signatory of the Bidder

**Annexure-III**

**Details of the Bank Locations (Branches/Offices) where the E-Waste is available for Inspection.**

S No	Details of Canara Bank Branch/Office where the E-Waste is available for Inspection.	Contact Person Details	Telephone Number
1	Canara Bank Building A Wing, 7 <sup>th</sup> Floor, C-14, G Block Bandra Kurla Complex, Bandra (East) Mumbai 400 051	Vijay Kumar	022-26725223
		Ayush Rai	022-26725221
		Milan Kumar Panda	022-26725217

- Kindly note that the Successful Bidder has to lift the E-Waste from these locations only.
- Details of Hardware available at respective Sites shall be provided to the bidders on their registered email id's.

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