



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्  
Council of Scientific and Industrial Research  
अनुसंधान भवन 2 रफी मार्ग नई दिल्ली 110001  
Anusandhan Bhawan, 2 Rafi Marg, New Delhi-110001  
Email: [surenderkumar@csir.res.in](mailto:surenderkumar@csir.res.in)

**Tender Document**

13 – 4 (1)/2017-18/Disposal/Store

Date: 05<sup>th</sup> Sept, 2017

**Sub: Disposal of Old & unserviceable E–Waste stores etc.**

Sir,

Sealed Tenders, on behalf of Joint Secretary (Admn.), CSIR, are invited from e-waste authorized collection center, of registered dismantler or recyclers registered with SPCB/PCC for the disposal of following unserviceable stores on **“As is where is & what is basis”**:-

Lot No.	Place of lot	Articles	Qty	EMD
1	CSIR Hqr., Anusandhan Bhawan, Rafi Marg	Old & unserviceable Computers, Laptop, HP Printer, UPS, Photocopier, Binding Machine, Calculator, & other misc items etc. (As per list attached) at CSIR, Anusandhan Bhawan, 2 Rafi Marg, New Delhi	Annexure “A”	10% of the quoted price

**The terms and conditions**

1. This tender is open only to registered E- Waste Collection Centers, registered dismantlers and/or Re – Cyclers. Kindly submit a valid certificate in this regard issued by State Pollution Control Board/Pollution Control Committee.
2. **Receiving and Opening of bids:-**  
2.1 Last date and time for **submission of quotation: upto 20<sup>th</sup> Sept at 3:00 P.M**  
2.2 **Date and Time of opening of Bid: - at 3:00 P.M on 21<sup>st</sup> Sept 2017.**
3. **The tender received after submission date and time shall not be considered at all.**
4. The Tenders, addressed to the Joint Secretary (Admn.), Council of Scientific & Industrial Research, Anusandhan Bhawan, 2 Rafi Marg, New Delhi – 110 001, subscribed with **“Tender No., Last date & time of receipt, date & time for opening the Tenders & disposal of unserviceable stores”**, must be submitted in one sealed envelope separately against each lot as per the enclosed bid Performa either on your letter head or on our Performa along with your covering letter before the last date & time for submission of Tenders mentioned at serial No. 2.
5. In case of submission of bid personally the bid should be dropped in TENDER BOX, before closing date & time as per serial No. 2, which is available at CSIR Reception. In case, the parties are interested to submit their quotation by Registered Post/Courier then the same should reach CSIR Hqrs., before the closing date and time. CSIR will not be responsible for receiving of late quotations due to postal delay or any other reason. The same will be returned in original un-opened condition to the Party.

6. The Tenders are submitted by bidders through FAX, E-mail and in opened condition shall be rejected out rightly without assigning any reason.
7. The quotations will be opened on date & time as mentioned at serial No. 2 in the presence of bidder who wishes to be presented at that time.
8. The materials offered for disposal is on "As is where is & what is basis" Ex-go down in unpacked condition.
9. The taxes (GST) & duties as applicable at the time of taking delivery by the successful bidder/bidders, which will be charged extra over the quoted bid.
10. The purchaser may inspect the materials on any working day between 02:30 AM to 04:30 PM between 11<sup>th</sup> Sept 2017 to 15<sup>th</sup> Sept 2017 by prior appointment to satisfy themselves about the quality & condition of the materials offered. Quantity of items may be increase or decrease. No complaint whatsoever will be entertained after the tenders are submitted or before or after the materials are lifted. No request for samples or inspection after submission of the tender will be accepted.
11. Earnest Money Deposit as mentioned against each lot in the form of Demand Draft in favour of Joint Secretary (Admn.), Council of Scientific & Industrial Research, New Delhi, must be submitted along with the bid failing which the bid will be rejected out rightly without assigning any reason.
12. The Earnest Money Deposit of un-successful bidders will be refunded within one month from the date of award of lot without any interest against request duly pre-receipted affixed with revenue stamp.
13. The Earnest Money Deposit of successful bidder will be refunded without interest only after lifting the entire material of awarded lot against request duly pre-receipted affixed with revenue stamp.
14. Tenderers should clearly quote their rates for whole lot as per bid Performa asked for both in figures and in words exclusive of Taxes & duties. Any overwriting in rates or any change and/or alteration without attestation is liable to culminate in the outright rejection of the tender. In case there is any error between the amount specified in figures and words, the higher of the two will be taken for consideration. Bid for partial lot will not be accepted.
15. The Bidders whose offer is accepted by the Council should deposit the requisite amount to CSIR in the form of Demand Draft within two days from the date of Award Letter and the material will be lifted within another five working days (except Saturday & Sunday & National Holidays).with prior intimation to Section Officer (S&P) Store/Store & Purchase Officer, CSIR Hqrs.
16. The successful bidder is liable to remove all the materials of awarded Lot from CSIR premises. The labour, transport and other arrangements will have to be made by the purchaser at their own cost, risk and responsibility between 10.00 AM to 5.00 PM., on any working days. No picking, choosing or sorting will be allowed in the CSIR premises. In case the material is not lifted within the specified time, the ground rent per lot per day will be charged, as decided by the CSIR, from the purchaser for a further period of 7 days. The awarded lot is not so removed will be treated as abandoned lot/lots and the EMD and other sums paid for the lot will be forfeited without any reference to the purchaser. For such abandoned lots, the CSIR reserves the right to re-sell. The concerned bidder will have not any claim whatsoever about the abandoned lot/lots.





17. Tenders should be valid for a period of 30 (thirty) days from the date of opening of the tenders.
18. The person authorized by the purchaser will be allowed to take delivery.
19. The address given in the tender shall be deemed to be the Purchaser's address and correspondence sent on that address shall be considered to have been delivered to the purchaser. No claim will be entertained for the reason of forfeiture of the sum deposited in case the correspondence is returned back undelivered.
20. If any theft/fire/damage or any type of mishapening occurs within the period of award of lot and removing of materials from CSIR premises the loss will be borne by the bidder. The Council will not be responsible for loss, damage or deterioration of the material due to any cause, whatsoever within the said time.
21. The lot/lots will be awarded to the highest bidder
22. The late tender/tenders will not be considered at all. The same will be returned to the concerned party in unopened condition.
23. The CSIR reserves the right to cancel the Tender of disposal or withdraw any lot or part thereof from the sale without assigning any reason thereof.

**Yours faithfully**



**(Surender Kumar)**  
**Stores & Purchase Officer**

**Encl: as above**

**Annexure – “B”**

Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

Name & address of the bidder \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CSIR Tender No. 13 – 4 (1)/2017-18/Disposal/Store

Date: 05<sup>th</sup> Sept, 2017

I am/we are willing to purchase of under mentioned lot of unserviceable e – stores on “As is where is & what is basis” in response to CSIR Tender of mentioned above and hereby submit out offer as under:-

**PROFORMA FOR QUOTING THE BID**

Sl. No.	Name of the item	Detail of Earnest Money Deposit			Quoted price	
		DD No.	Date	Amount	In figure	In words
1.	Old & unserviceable Computer, Laptop, HP Printer, UPS, Photocopier, Binding Machine, Fax, Calculator, etc. (As per list attached) at CSIR Anusandhan Bhawan, 2 Rafi Marg, New Delhi					

1. I/We have inspected the condition of unserviceable items of stores s in the list before making the above offer.
2. I/We agree to the forfeiture of the earnest money if I/we fail to comply with all or any of the items and conditions in whole or in part laid down in the tender documents which would constitute and have the force of contract between us and CSIR, New Delhi.
3. I/We have very carefully read the items & conditions of the offer, particularly regarding earnest money and agree to abide by these in letter and spirit. The decision of the Council on any dispute arising out of the offer shall be binding on me/us.

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

Signature: \_\_\_\_\_


(Name : \_\_\_\_\_)

Rubber Stamp:



**Annexure "A"**

Sr No.	Name of the items	Qty.
1	UPS 40 KVA Online (New Vave)	01 No.
2	UPS 2 KVA Online (APC), S/No B21016000215,7000010, S1023001218	03 No.
3	UPS 1 KVA Online (Autometus)	01 No.
4	UPS 3 KVA Online (Autometus)	01 No.
5	Printer HP Laser Jet 1320	14 No.
6	Printer HP Laser Jet 2015	01 No.
7	Printer HP Laserjet 1000	07 No.
8	Printer HP Laser Jet 4250dn, S/No. CNFXH11851	01 No.
9	Printer HP Laser Jet 5500dn, S/No.JPSJ6DN020	01 No.
10	Printer HP Laser Jet 3505	01 No.
11	Scanner HP Scanjet 8200 (Flatbed)	03 No.
12	Scanner HP Scanjet 7450C (Flatbed)	01 No.
13	Printer HP Desk Jet 810C	01 No.
14	Mobile	01 No.
15	Laptop, HP Elite Note Book, S/No. 2CE1010KGQ	01 No.
16	iMac 27" Desktop, S/No. W80331XWDB6	01 No.
17	Laptop, Lenovo x220, S/No. R9H44CH	01 No.
18	Web Cam, C-920	01 No.
19	Laptop Lenovo Thinkpad, T500, S/No. L3-AHG0G	01 No.
20	Dot Matrix Printer TVSE AP-45PS4, S/No. 4KD006808	01 No.
21	UPS (PP 500 VA+CASE 650VA)	16 No.
22	Printer HP Laser Jet 5500dn	01 No.
23	Scanner HP 7450	02 No.
24	Printer HP Laserjet 1320	02 No.
25	Printer HP Laserjet 1000	02 No.
26	Desktop HP dc7800 with Monitor	07 No.
27	Laptop Sony Vaio, S/No 5VS13118GN	01 No.
28	Laptop Lenovo X220, S/No. R9-H44CK	01 No.
29	Laptop Sony Vaio, S/No 7003189	01 No.
30	Laptop Dell E5410	01 No.
31	Laptop Sony Vaio, S/No. 7000867	01 No.

  
5-9-17

32	Desktop Machine HP 7800 with monitor, S/No. INA81303K5, INA81303DV, INA81303CV, INA81303HZ, INA81303DH, INA81303JL, INA81303JJ, INA81303DC, INA81303DF, INA81303DZ, INA81303KF, INA81303D3, INA81303CT, INA81303GZ, INA81303LM, INA81303JM, INA81303JP, INA81303DO, INA81303L2, INA81303D4, INA81303LG, INA81303CS, INA81303JY, INA81303M6, INA81303BW, INA81303FT, INA81303HR, INA81303GF, INA81303KQ	29 No.
33	Scanner SJ 5590, S/No. CN7AKTH072	01 No.
34	Printer HP 1320, S/No. CNFKD15666, CNFKG62321, CNMJB90279, CNFKG02356, CNCJN48797, CNFAG02392, CNFKG02337, CNFKD1665	08 No.
35	Printer HP 2025, S/No. CNH5811170	01 No.
36	Printer HP 2015, S/No. CNCJL23051, CNCJL23053, CNCJL23251, CNCJL23061	04 No.
37	Scanner HP SJ G2410, S/No. CN153T22FQ, CN153T21VK	02 No.
38	Printer Ricoh 3410 SF,	02 No.
39	Printer HP LJ P3015, S/No. VNB8B8SSOD	01 No.
40	UPS PP-500 VA	08 Nos.
41	Printer HP 9040 DN, S/No. JPDS68Y00G,	01 No.
42	Printer HP 9040 DN, S/No. JPRXCCMQ0D	01 No.
43	Printer HP SJ 8390, S/No. CN66GA0366	01 No.
44	Scanner HP Scanjet 8390	01 No.
45	Scanner HP Scanjet 8390	01 No.
46	UPS 500VA Make : PP	02 No.
47	Printer Laser Jet 2840 MFP	01 No.

*Ma*  
5-9.17



## Annexure "A"

Sr No.	Name of the items	Qty.
1	Wall Clock	01 No.
2	Ricoh Photo Copier Machine, S/No. M1071700146	01 No.
3	Canon Machine, (L220)	01 No.
4	Pedestal Fan	01 No.
5	Table Fan	01 No.
6	Photo Copier, Make Rico, S/No. K8652400204,	
7	Air Dust Neutrilizers	05 No.
8	Binding Machine, Make : AVANTI	01 No.
9	Calculator	01 No.
10	Photo Copier Machine, Killburn (KM-2035)	01 No.
11	Standing Fan	01 No.
12	Fan Cover	01 No.
13	Kettle (Elect.)	04 No.
14	Wall Clock	01 No.

*Ha-*  
5.9.17