

# REVISED TENDER TENDER DOCUMENT

FOR

**DISPOSAL OF UNSERVICEABLE, OBSOLETE  
SCRAP MATERIALS OF HIGH END SERVERS,  
BROKEN CHAIRS AND MISC. SCRAP ITEMS**

TENDER # CDFD/STR/TGD/APR/2018



*CDFD*

Centre for DNA Fingerprinting and Diagnostics  
Tuljaguda, Opp. M. J. Market  
Nampally, HYDERABAD - 500001 (Telangana State) India

Cell No. 9440209855



# CENTRE FOR DNA FINGERPRINTING AND DIAGNOSTICS

(An Autonomous Institute of Department of Biotechnology, Ministry of Science and Technology, Govt. of India)

Tuljaguda, Opp. M. J. Market, Nampally, HYDERABAD - 500001 (Telangana State) India

Ph. No. 9440209855, Email: stores@cdfd.org.in

## **NOTICE INVITING TENDER**

**Tender No.CDFD/STR/TGD/APR/2018**

**Date: 11.04.2018**

1. Sealed tenders are invited on behalf of and by the Director, CDFD for “**Disposal of Un-serviceable / obsolete / scrap materials of High End Servers, Broken Chairs, Furniture Scrap and Misc. Scrap Items etc. on as is where is condition.**” (List of Items enclosed).

**The Bidder / Contractor should be registered with Central Pollution Control Board or State Pollution Control Board or Local Authorities who are authorized to process e-waste Management under e-waste Management and Handling Rules 2011.**

2. Interested eligible bidders may download free of cost the complete bidding documents from our Website (<http://www.cdfd.org.in>)
3. Earnest Money Deposit/Bid Security: E.M.D. amounting to Rs. 40,000/- (Rupees Fourty Thousand only) by way of Demand Draft / Bank Guarantee of a commercial bank in favour of “Director, CDFD and payable at Hyderabad obtained from any Commercial Bank, should be enclosed along with the Technical Bid.
  - I. This amount is interest free and will be returned to the unsuccessful bidder after finalization of the Contract within 30 days.
  - II. The firms registered with DGS&D, NSIC and MSE if any, are exempted from payment of Earnest Money Deposit (EMD) and enclose the valid proof along with Quotation.

4. **The firms registered with MSME/MSEs should indicate the Udyog Aadhar Memorandum (UAM) Identification Number in their quotation failing which the exemption of EMD and other benefits as available will not be applicable.**

5. **Due Date for Receipt of Tenders: 20.04.2018 @ 11.00pm**

**Opening of Bids: 20.04.2018 @ 11.30pm at Tuljaguda, Opp. M. J. Market, Nampally, Hyderabad.**

If the above stated opening or closing date(s) happens to be Govt. holiday(s)/BANDH, the submission/opening of the tender will be on the next working day as per the time scheduled.

6. **The sealed cover duly super-scribed with Tender No. CDFD/STR/TGD/APR/2018 Due on 20.04.2018 @ 11.00am containing bid along with the relevant documents should be dropped in the Sealed Tender Box kept at the Stores Section, CDFD Lab Building, Tuljaguda, Opp. M J Market, Nampally, Hyderabad on or Before 11.00 AM of 20.04.2018. The Tender document at any cost should not be handed over to any persons.**
7. CDFD does not bind itself to accept the highest or any other tender and reserves the authority to reject any or all tenders without assigning any reason.
8. **Bidders sending their quotations through courier / postal services should ensure to send the same well in advance as CDFD does not take any responsibility for late receipt of quotes due to postal / courier delays.**
9. **Tenders submitted without EMD will be rejected.** Tenders received after due date and time will not be entertained. Institute is not responsible for any postal delay. CDFD does not take any responsibility for loss of Tender in transit sent by courier or any postal delays, Tenders received after the due date and time will be summarily rejected. Incomplete or conditional tenders are liable for rejection.
10. All the tenders, in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected.

Sd/  
I/C-Stores & Purchase

## CHAPTER 1

### INSTRUCTIONS TO BIDDER

#### 1. QUALIFICATION CRITERIA:

1. The Firm / Agency should be registered with Central Pollution Control Board or State Pollution Control Board or Local Authorities who are authorized to process e-waste Management under e-waste Management and Handling Rules 2011.
2. The Firm / Agency should be in the similar business for the last 3 years and have successfully executed at least one similar work during the preceding 3 financial years. Proof to be enclosed with the quote.
3. The Firm / Agency should possess valid firm Registration Certificate
4. The Firm / Agency should possess valid GST Certificate.
5. The Firm / Agency should be free from all encumbrances and possess adequate resources for executing the contract in case it is awarded.

2. **LANGUAGE OF BID:** The bid prepared by the bidder, as well as all correspondence and documents relating to the bid exchanged by the bidder and the Seller, shall be written in Hindi/English language only.

3. **DOCUMENTS TO BE ENCLOSED WITH BID:** The bid prepared by the bidder, as well as all correspondence and documents relating to the bid exchanged by the bidder and the purchaser shall be written in Hindi/English language only.

- i. Detailed quotation along with Terms and Conditions.
- ii. CDFD Tender document duly signed by the bidder on all the pages.
- iii. Copy of Valid Registration Certificate with concerned Pollution Control Authorities / e-Waste Management and Handling Authorities.
- iv. EMD of Rs. 40,000/-.
- v. Copy of Firm Registration
- vi. Copy of GST Registration
- vii. Price Bid Proforma as per Annexure-E
- viii. Check List as Annexure-F

**Note: Your Bid will be rejected if all the above enclosures are not attached with the Technical Bid without seeking any further clarifications from you.**

4. **BID SECURITY / EARNEST MONEY DEPOSIT (EMD):** The Bidder shall furnish, as part of its bid, a bid security (BS)/ Earnest Money Deposit (EMD) for an amount of Rs.40,000/- (Rupees Forty Thousand only). The bid security shall be in one of the following forms at the bidders' option:

- a. A bank guarantee issued by a Nationalized/Scheduled bank/Foreign Bank as per the format provided at Annexure-C in the bidding documents and valid for three months; or
- b. A Banker's cheque or demand draft in favour of Director, CDFD, payable at Hyderabad.

The Bid Security should be submitted in its original format. Copies shall not be accepted.

The Bid Security of unsuccessful bidder will be discharged /returned as promptly as possible as but not later than 15 days after the expiration of the period of bid validity or placement of order whichever is later.

The successful Bidder's Bid Security will be discharged upon the Bidder furnishing the performance security.

5. The firms registered with DGS&D, NSIC and Micro and Small Enterprises (MSE) if any, are exempted from payment of BS provided such registration includes the item they are offering and submit the valid registration copy with the quotation.

6. **The firms registered with MSME/MSEs should indicate the Udyog Aadhar Memorandum (UAM) Identification Number in their quotation failing which the exemption of EMD and other benefits as available will not be applicable.**

7. The bid security may be forfeited:

- a. If a Bidder withdraws or amends or impairs or derogates its bid during the period of bid validity specified by the Bidder; or
- b. In case of a successful Bidder, if the Bidder fails to furnish order acceptance within 7 days of the order and/or fails to furnish Performance Security within 7 days from the date of contract / order.

8. The EMD submitted by the selected bidder will be adjusted with the sale proceeds and balance to be payable by way of DD/payorder immediately but not later than 3 working days.

9. The parties can inspect the Scrap materials on all working days between 10.00AM to 4.00PM

10. The Agency should follow the rules and regulations of CDFD and coordinate with Security Section for smooth handling of Scrap materials.

11. The selected bidder to bring the computerized Weighment Slips both empty and loaded materials in case CDFD requests for the same at the expenses of the bidder.

12. The Contractor should arrange necessary requirements such as manpower, packing materials, transporting vehicles, crane, Forklift etc and CDFD will not provide any such facilities.

Sign. of Bidder

13. The manpower deployed by you should behave properly with CDFD officials and in case any requests is made to change the manpower, the same should be done immediately without further details.
14. In case the bidder is unable to deposit the balance amount within 3 working days from the date of declaration of successful Bidders the EMD amount will be forfeited without any further communication to you. The Scrap materials will be sold to the next quoted bidder without further reference.
15. CDFD will not accept for any extension of time for lifting of the scrap materials.
16. Time Limit for Scrap lifting on or before 23.04.2018.
17. The Contractor is responsible for total compliance under various laws as applicable under the scope of work and CDFD in any manner will take any responsibility.
18. In case of Dispute or difference arising between the institute and the contractor relating to any matter arising out of or connected with this Work Order, such disputes of difference shall be settled mutually by the Director, CDFD and the decision of the Director, CDFD is final and binding on both the parties.
19. **PERIOD OF VALIDITY OF BIDS:** Bids shall remain valid for 30 days after the date of bid opening prescribed by the Purchaser.
20. The Bidder is required to go through all the Terms & Conditions of the Tender document and sign all the pages as token of acceptance of having read the Terms and Conditions and accepted the same.
21. **LATE BIDS:** Any bid received by the Purchaser after the deadline for submission of bids prescribed by the Purchaser will be rejected. Such tenders shall be marked as late and not considered for further evaluation. It will be returned to the bidders in their original envelope without opening.
22. **EVALUATION & COMPARISON OF BIDS:** Bidders who have quoted as per the tender specifications will only be considered for comparison and other bids will be summarily rejected.
- Arithmetical errors in the financial bids will be rectified on the following basis:
- If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected.
  - If the supplier does not accept the correction of errors, its bid will be rejected.
  - If there is a discrepancy between the price quoted in words and figures, the **rate quoted in words will be taken as final** and shall be binding on the Bidder.
23. **CLARIFICATIONS BY CDFD:** The Tender Evaluation Committee may seek clarifications on the technical as well as commercial terms if deemed fit and the bidder to provide such clarifications in a reasonable time immediately within a day or two.
24. **AWARD CRITERIA:** The Purchaser will place the order on the highest evaluated Bidder separately for E-Waste and Non-E-Waste items. In exceptional cases, the Director, CDFD reserve the right to award the order on any other Bidder based on the recommendations of Expert Committee Constituted for the Evaluation of the this Tender.
25. E-Waste scrap materials will be handed over only to the Registered E-Waste Suppliers and the Non-E-Waste materials may be handed over to any Scrap Vendor who has quoted the highest rates subject to fulfilling the tender formalities.
26. The Contract will be awarded to the overall highest quoted bidder.
27. **DISQUALIFICATION OF TENDERS:**
- Tenders are liable for rejection if they are not in line with the terms and conditions of this tender notice.
  - Conditional quotations will be liable for rejection or may not be considered.
  - Fax or e-mail tender documents /bids will be rejected.
  - Submission of Single Bid as against Two Bid System or Quotes submitted in Email/fax will be rejected.
28. **FRAUD AND CORRUPTION:** The purchaser requires that the *bidder's* suppliers and contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following are defined:
- “Corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution; “Fraudulent practice” means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract; “Collusive practice” means a scheme or arrangement between two or more bidders, with or without the knowledge of the purchaser, designed to establish bid prices at artificial, noncompetitive levels; and “Coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.
- The purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

- I. **SETTLEMENT OF DISPUTES:** The Seller and the supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with this Contract.
- II. **APPLICABLE LAW:** The Contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to place of jurisdiction.
- III. **NOTICES:** Any notice given by one party to the other pursuant to this contract/order shall be sent to the other party in writing and confirmed to the other party's address specified in the Purchase Order.
- IV. **TAXES AND DUTIES:** The Firm / Agency shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred in connection with the disposal of these items.

**DECLARATION**

I/We \_\_\_\_\_ have read the entire terms and conditions of this Tender document and are agreeable to the terms and conditions mentioned herein.

Sign. of Bidder

Name:

Company Seal:

**PRICE SCHEDULE**

**ANNEXURE - E**

- 1. Name & Address of the Firm : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- 2. Name of the Contact Person : \_\_\_\_\_
  
- 3. Telephone Numbers: (O):- \_\_\_\_\_  
(R):- \_\_\_\_\_  
(M):- \_\_\_\_\_  
E mail:- \_\_\_\_\_
  
- 4. PAN No. : \_\_\_\_\_
  
- 5. Details of EMD enclosed: \_\_\_\_\_  
D.D./Pay Order No.:- \_\_\_\_\_ Dated: \_\_\_\_\_  
Amount:- \_\_\_\_\_
  
- 6. Registration No. with Pollution Control Board:  
(Copy of registration certificate to be enclosed)
  
- 7. Validity Period : From \_\_\_\_\_ To \_\_\_\_\_
  
- 8. Amount quoted for E-waste Items  
(In figures) Rs. \_\_\_\_\_  
(In words) \_\_\_\_\_  
\_\_\_\_\_
  
- 9. Amount quoted for Non E-waste Items  
(In figures) Rs. \_\_\_\_\_  
(In words) \_\_\_\_\_  
\_\_\_\_\_

Sign. of Bidder

**CHECK LIST - Annexure-F**

<b>S. No.</b>	<b>Particulars</b>	<b>Indicate Yes/No</b>	<b>Enclosure No.</b>
1	Copy of Firm Registration attached		
2	Copy of GST attached		
3	Detailed Quotation along with Terms & Conditions		
4	CDFD Tender Document duly signed and stamped attached		
5	Earnest Money Deposit/BG attached		
6	Exemption claimed for EMD / BG and proof attached		
7	Photocopies of two Work Orders		
8	All documents as per Clause No. 3 enclosed		
9	UAM Copy enclosed or not		

SIGNATURE OF BIDDER WITH SEAL:

Email ID:

Contact Number:

<b>CATEGORY - I ( E-WASTE SCRAP ) - TULJAGUDA CAMPUS</b>		
<b>Sl.No</b>	<b>Description</b>	<b>Quantity</b>
1	SUN Fire E20K with 8 Uniboard Domains	1 No
2	Cabinet Sun Rack 900-38	1 No
3	SUN Fire V440 Server for Portal and LDAP Replication	1 No
4	SUN Fire V240 Server for LDAP Messaging and LDAP	2 Nos
5	SUN Fire V20Z for LINUX CLUSTER ON ADVANCED REDHAT	17 Nos
6	L25 Tape Library for SAM-FS Archival	1 No
7	L25 Tape Library for Net Backup	1 No
8	SUN STORAGEEDGE 6320 Storage	1 No
9	SUN X 200 (4) + SUN 20V (8)	12 Nos
10	Used Cartridges	5 Bags
11	Power Supply unit	1 No
12	80Ah Batteries (Exide-4, Amaron-2)	6 Nos
13	2TR Split Air Conditioners - 3 Indoor and 3 outdoor units	3 Nos
14	1.5 TR Split Air Conditioners – 2 Indoor and 2 outdoor units	2 Nos

<b>CATEGORY - II ( NON- EWASTE SCRAP ) - TULJAGUDA CAMPUS</b>		
<b>Sl.No</b>	<b>Description</b>	<b>Quantity</b>
1	Cubical Workstations assorted pieces	16 Nos
2	S S Lab Two unit sinks with iron table	10 Nos
3	S S Lab sink with Drain board	4 Nos
4	Bhoom Barrier (Automatic Gate - Not working)	1 No
5	Assorted Pieces of Office Chairs	35 Nos
6	Plastic Chairs (Broken)	25 Nos
7	Plastic Bottles, Boxes, Cans etc	5 Kgs



8	Wooden Pallets	5 Nos
9	4 Draw filing cabinet Iron	1 No
10	Slotted angle Rack Small size	1 No
11	Canteen Table small	1 No
12	S S Trolley Small	1 No
13	Office table	1 No
14	S S Round Stool	1 No
15	Chemical Bottles 2.5 Ltrs	8 Nos
16	Building Models	3 No's
17	1X2 11W CFL Fittings	20 Nos
18	1X2 36W Surface Fittings	18 Nos
19	1X1 18W CFL Fittings	5 Nos
20	Exhaust Fan 12" (Make: Crompton Greeves)	37 Nos
21	V-Belts (28)	56 Nos
22	1/4 HP Motors	2 Nos
23	750 kVA Transformer Silica Gel Filter	1 No
24	Neon Sign Board Transformer 25kVA	1 No
25	40 & 80kVA UPS Capacitors	14 Nos
26	320kVA DG Set Old Filters	1 No
27	750kVA DG Set Air Filters	4 Nos
28	36Watt 4 Pin CFL bulbs	1425 Nos
29	11kV SFU Breaker Fuses	6 Nos
30	36W 4' Tube Rods	352 Nos
31	60, 40, 100W GFL bulbs	221 Nos
32	11W 2 Pin CPL Lamps	524 Nos
33	Tube Light Starters	324 Nos

34	Drinking Water Cooler Filters (small & big)	167 Nos
35	16.5TR AC Filters	9 Nos
36	18W 2 pin CFL Lamps	155 Nos
37	Meter Connector Box	1 No
38	100A Kit Kat Fuses	9 Nos
39	150W SV Lamp Fittings	6 Nos
40	4' Tube Light Frames	32 Nos
41	Fan Blades	2 Nos
42	Old VTPN 4 way	1 No
43	Data Centre AC Grills	8 Nos
44	36W Round Fittings	11 Nos
45	20-40W Engine Oil (waste oil)	1400 ltrs
46	1x2 36W Reflection Type Tube Light Fittings	13 Nos

**SIGNATURE OF BIDDER**