

TENDER DOCUMENT

FOR

DISPOSAL OF UNSERVICEABLE, OBSOLETE AND SCRAP MATERIALS

TENDER # CDFD/STR/DIS/APR/2018



CDFD

Centre for DNA Fingerprinting and Diagnostics
Inner Ring Road,
Uppal, HYDERABAD - 500039 (Telangana State) India



CENTRE FOR DNA FINGERPRINTING AND DIAGNOSTICS

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

Inner Ring Road, Uppal, HYDERABAD - 500039 (Telangana State) India

Ph. No. 040-27216048/13/16 Email: stores@cdfd.org.in

NOTICE INVITING TENDER

Tender No.CDFD/STR/DIS/APR/2018

Date: 03.04.2018

1. Sealed tenders are invited on behalf of and by the Director, CDFD for "**Disposal of Un-serviceable / obsolete / scrap materials consisting of Scientific Laboratory Equipments, Computers and Peripherals, Furniture Scrap, MS Scrap 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>) as well as from Central Public Procurement Portal: www.eprocure.gov.in.
3. Earnest Money Deposit/Bid Security: E.M.D. amounting to Rs. 40,000/- (Rupees Forty 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: 13.04.2018 @ 2.30pm**
Opening of Bids: 13.04.2018 @ 3.00pm at Committee Room, CDFD Lab Building, Inner Ring Road, Uppal, 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/DIS/APR/2018 Due on 13.04.2018 @ 2.30pm containing bid along with the relevant documents should be dropped in the Sealed Tender Box kept at the Stores Section, CDFD Lab Building, Inner Ring Road, Uppal, Hyderabad on or Before 2.30 PM of 13.04.2018. 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 5 years and have successfully executed at least one similar work during the preceding 5 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 Agency should follow the rules and regulations of CDFD and coordinate with Security Section for smooth handling of Scrap materials.

10. 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.

11. You are advised to lift the Scrap Items during working days between 10.00AM to 5.00pm.

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 18.04.2018.
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. 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. The Contract will be awarded to the overall highest quoted bidder.
26. **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.
27. **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 All Items
 (In figures) Rs. _____
 (In words) _____

Sign. of Bidder

CHECK LIST - Annexure-F

S. No.	Particulars	Indicate Yes/No	Enclosure No.
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:

CATEGORY I (E-WASTE SCRAP)		
Sl.No	Description	Quantity
1	HP L J Printer Model No C3917A	1
2	Laser Writer 12640 PS Printers	3
3	Canon Xerox machine NP 1020 sno J05240	1
4	Modi Xerox Mechine Model NP4200	1
5	Hughes Personal Earth Station	1
6	Panasonic make fax LF 744 Fax Machine	1
7	FC Gateway Intel P3 E3200 PC CPU	1
8	HP Fax Machine C4562A Sno SG7351P12C	1
9	CD Axis Store Point PC CPU	1
10	Digital H26050 PC AB55 CPU	1
11	Compaq HP PC sno 36930400 CPU	1
12	Gateway PC Model E3200 SIno 1236734 CPU	1
13	Apple make Power Macintosh 7200/120 PC CPU	1
14	Apple make Power Macintosh 8600/200 CPU	2
15	Apple workgroup Server Model no 8550/200	1
16	Compaq P4 PC Sno 254476001 CPU	1
17	Energy model Pentium PC A01068 CPU	1
18	Compaq P4 PC windows 2000 CPU	1
19	HP LJ Printer Model No C4127X Sno SGE4017610	1
20	Compaq P4 PC 7240KTPZ1028 CPU	1
21	HP Compaq PC SGH64905QK CPU	1
22	Gateway PC Model E3200 SIno 1236743 CPU	1
23	Panasonic VCR SIno NVSD320	1
24	Gateway PC model E4200 slno 1236749 CPU	1
25	Data mini CPU D6399110080	1
26	Compaq P4 PC CPU	1
27	Copmaq P4 PC Sno 7240KTPZ1098 CPU	1
28	HP Fax Machine C4245A	1
29	Dot matrix printer Network make	1
30	LAN Plex 2000 3Com	1
31	Computer Power cables	2 Boxes
32	Nokia 447ZA monitor 22 inches	4
33	Dell precision 410 Servers	5
34	Compaq PC Sno 369304001 PC	1
35	Nokia make monitor model no 4472Z	1
36	Multidata Small racks	3
37	SUN COE CPU Cables	1 Box
38	Key Boards	10
39	Color monitor 22 inches Premium make	1

40	CRT Monitors old	26
41	Gateway CPU Model E4200	1
42	Gateway monitor	1
43	Digital Energy make PC UPS	1
44	Canon Xerox machine Model NP2120	2
45	Konika 3340 DF 309 Xerox machine	1
46	Billing Machine TC 1020	1
47	LAN Routers	2 Boxes
48	Hard disk drives	1 box
49	External HDD Drives	3
50	HP Proliant350 G6 Server	1
51	Dell Precision 490 workstation CPU	1
52	Micro Max CPU	1
53	Apple make CPU	2
54	CPU Servers Legasy make	3
55	Panasonic make FAX machine	1
56	Computer Cables & LAN Cables	1 Box
57	SGI silicon CPU	1
58	Computer SMPS spare parts	1 Box
59	Baracuda LAN units	3
60	HP Color LJ 2550 printers	2
61	HP Workstation	1
62	UMAX Ultra scanner	1
63	CD ROMS	1 Box
64	Tecktronix Xerox machine M750	1
65	HP LJ Printer 25001	1
66	Biological Imaging scanner 42M 3.0 OD	1
67	Modi fax machine F4000	1
68	Lino type Ultra Scanner	1
69	Dell Power edge6800 Server	3
70	Dell Power Vault Server	2
71	Jeevanjyothi Night lamps	14
72	Cealing fans without wings	18
73	Cealing fan wings	112
74	Fan Regulators	50
75	Submersible Water pump	1
76	Electrical Gysers	3
77	Small Stabiliser V-Guard make	1
78	Small Li Ion Batteries	4
79	Electrical Hand driers Lexus make	2
80	Exhaust fans Bajaj make	6
81	Water purifier aquaguard make	1
82	Voltage stabiliser Model V-5KO	1

83	M5 Plus electrical switch board	1
84	Electrical Starter for submerciable pump	2
85	Bread toaster Kenstar make	1
86	Invertor empty box	2
87	GE Make Digital UPS	3
88	Bread toaster philips	1
89	Electric Room freshner	1
90	Kenstar coffee maker	1
91	Electric Gyser Bajaj make	1
92	Electric Kettle bajaj make	1
93	Jeevanjyothi Amplifier small	1
94	AC Motors	3
95	Stabilizer V Teck make , small size	1
96	Compressors old	8
97	Dry Batteries	5
98	Hand Drier Alpha AP 500	1
99	Kirlosker 20 KVA power stabiliser	1
100	DB make Power UPS Model LN51	1
101	Gel Documentation system	1
102	Vestfrost make fridge 2 door	1
103	Double beam UV VIS Spectrometer	1
104	Labnet Rocker 18100429	1
105	Modi Hoover elite 1100	1
106	Sigma centrifuge 137182	1
107	ISCO Foxy Jr slno 204106	1
108	Mini centrifuge labnet C1200	1
109	Vertex Gene 2 Mixer G560 125710	1
110	Power supply Biorad 041BR4366	1
111	Stuart tube rotater	1
112	Vertex Mixer Atcom 70205926	1
113	Fireboy integra burner	1
114	Gradient former	1
115	Applied Biosystem SA light source 4387394	1
116	Dynal sample mixer 9906	1
117	Biofuge pico centrifuge	1
118	ISCO UA 6power supply 204117	1
119	Jeevan jyothi make Hot Plate	1
120	Pureguard water purifiers	2
121	Sanger DNA Sequencing systems	5
122	Fire extinguishers Ceasefire make	5
123	Old T.V Philips make	1
124	Godrej make prima Type writer	1
125	Air Coolers (Scrap)	12
126	Canon Xerox machine Model no NP1020	1

127	Canon Xerox machine Model no F126500 SIno PTJO5240	1
128	Fax Machine Modi F200 SIno 42001256	1
129	Godrej Chest cooler (Freezer)	1
130	Chest Freezer for canteen Bluestar	1
131	Water Cooler premier make	1
132	50 Kva Stabilizer	1
133	Deasel Generator Kirlosker make	1
134	30 Kva Stabilizer SIno 9711720 Model 1S9815	1
135	AP400 UPS TATA Libert	1
136	Shriram Honda Generator portable	1
137	5kva UPS Kirlosker make ,model 80500	1
138	Amtrex AC Out door units 3.0 TR	4
139	Remote Cooling unit 3.0TR	2
140	180 Ah Batteries	4
141	150 Ah UPS Batteries	10
142	SUN COE Servers	9
	CATEGORY II (NON E-WASTE SCRAP)	
1	Starters for tube lights	1 Box
2	Choacks for tube lights	1 Box
3	Electrical Capacitors	18
4	Aircurtain unit Arodyne make	1
5	Landmark water dispensor	1
6	Vehicle Batterys	6
7	Vehicle Tyres Old	40
8	AC Radiator	1
9	Clutch plate assembly	25
10	Wheel rims	2
11	Break pads	6
12	Bearings	10
13	Shock obsorbers	10
14	Side mirrors	5
15	Horn set	5
16	Car side indicators	2
17	Damplor	1
18	Gear rod	1
19	self Starter motor Mpower make	1
20	Self starter kit V Tech	1
21	Chain	1
22	Steering wheel	2

23	Hose pipe	2
24	Spark plugs	4
25	Rubber belts	2 bundles
26	Head lights	4
27	Fiber bumpers	2
28	Silencer rods	2
29	Wheel Cups	3
30	Iron Glass door almerah	1
31	Slotted angle rack	1
32	Broken Chairs/assorted pieces	140
33	Alluminium door frames	3
34	Old Bycicles Atlas make	2
35	Electrical Cables	1 lot
36	Iron paper cutter Harison	1
37	Wooden Key stand	1
38	Lab Plasticware items	1 Lot
39	Fire Extinguishers	5
40	Generator oil used	3 cans
41	Round shaped wooden table top	2
42	Neelkamal plastic chairs - Broken	16
43	Rama Water filter SS	1
44	M.S.Iron	1 lot
45	Broken chairs	123
46	Battery stand Iron	1
47	Glass Broviga Manual Sequencing gel	1
48	Gilson make pipet stands	4