



**F. N. D-14014/16/2016/GENERAL**  
**GOVERNMENT OF INDIA**  
Office of the Directorate General of Civil Aviation  
Opp. Safdarjang Airport, New Delhi – 110003  
Telephone No. : 011-24622495, 24622499

Dated 5<sup>th</sup> October, 2016

**AUCTION NOTICE FOR DISPOSAL OF OBSOLETE E-waste ITEMS**

Sealed tenders are invited from the registered Recycler / Re-processor of E-waste with Central Pollution Control Board / State Pollution Control Board for auction of obsolete Computers, Printers, Scanner, Monitor, Mouse, Keyboard, Television, UPS etc. on “As is where is basis” and as per CPCB ([www.cpcb.nic.in](http://www.cpcb.nic.in)) / SPCB / PCC guidelines for disposing off recycling / re-processing of electronics waste.

Total number of equipment / items is 534 Nos. List Attached - **Annexure - B**, it includes obsolete Air Conditioners, Computers, Scanners, Printers, Monitors, Mouse, UPS, Batteries, ACs, Fan, TV, Freeze etc. All the items as per Annexure -B, are located at Directorate General of Civil Aviation (DGCA), Opp. Safdarjung Airport, New Delhi – 110003. Registered Recycler/Re-Processor are requested to inspect the above items before submitted their tender documents. Details for inspections & contact person are as under:

S. N.	Description	Dates
1	Date and Time for Inspection of Items	05.10.2016 to 10.10.2016 upto 04:00 PM
2	Contact person	Sh. S.K. Biswas, Section Officer, (General Section) DGCA (HQ).
3	Date and Time for submission of Tender	Upto 21.10.2016 at 03:00 PM
4	Date and Time for Opening of Tender	21.10.2016 at 05:00 PM

2. An EMD of **Rs. 10,000/-** should be deposited along with the bids in the form of an account payee bank draft / pay order of a nationalized bank/Commercial Bank in favour of **PAO, DGCA (MoCA), payable at New Delhi.**

## Eligibility Criteria

1. Valid Registration for Recycler/Re-processor of E-waste with Central Pollution Control Board/ State Pollution Control Board in terms of Ministry of Environment of Forest notification number S.O. 1035(E) Dated 12th May 2011. **A copy of the certificate must be attached with the bid.**
2. Copy of PAN CARD

## General Terms & Conditions.

1. The bids will be valid for a period of 120 days from the date of the opening of the bids.
2. The bidders may inspect the items on a pre- determined date and satisfy themselves about the items they are bidding for.
3. The items would be sold to the highest bidder; VAT/Tax will be extra, as applicable. Hence, the bidders are advised submit the bids calculating the VAT / Tax as applicable.
4. The Earnest Money Deposit (EMD) of the successful bidder shall be adjusted in the bid out forth. The EMD of the unsuccessful bidders shall be returned within 90 days of the auction date, without any interest.
5. No items, once disposed to the successful bidder, shall be taken back by DGCA, on any conditions whatsoever.
6. The successful bidder has to make full balance payment in the form of Demand Draft in favour of **PAO, DGCA (MoCA), payable at New Delhi**, within 5 days after confirmation, failing which the offer will be cancelled and EMD shall stand forfeited.
7. The successful bidder shall be required to lift all the items from the disposal site to his premises within 5 days after the payment of balance amount. On failure to do so DGCA shall have the right to forfeit the entire amount of the bidder.

## Terms & Conditions for Tender Quoted

1. Quotation letter in a sealed envelope should be addressed to **“Deputy Director (Admin.), DGCA, Room No. A-020, Opp. Safdarjang Airport, New Delhi – 110003** on or before 17.10.2016 at 03:00 PM.
2. The quotation must be submitted on or before the due date and time otherwise it will be rejected. Bids received after due date and stipulated date and time due to any reason whatsoever, including postal delays shall not be considered.
3. The financial bid be quoted both the figures and words along with Sales Tax/CST if any, Any overwriting or erasing the figures shall not be considered for acceptance of the rates offered by the bidder. VAT, if any, shall be borne by the bidder.
4. DGCA reserves the right to accept or reject any/ all bids without assigning any reason whatsoever.
5. Each page of the bid documents should be signed by the bidder(s). Incomplete and unsigned bids are liable to be rejected.
6. An Earnest Money Deposit (EMD) of **Rs.10,000/-** must accompany each bid. This shall be in the form of an account payee Demand Draft/Pay Order of any nationalized bank/commercial bank drawn in the name **PAO, DGCA (MoCA), payable at New Delhi** without which the bid

shall be summarily rejected. No cheque / money order/cash shall be accepted. The EMD deposit shall not attract any interest.

7. For financial evaluation, the highest bidder shall be chosen based on the figures quoted in Annexure-A.
8. An authorization/registration letter issued by concerned State Pollution Control Board for Recycler/Re-processor of E-waste is must to submit with bid as supportive document.
11. A Copy of the latest annual returns filed to the State Pollution Control Board for or Pollution Control Committee concerned as the case, must be submitted alongwith the bid as supportive document.

**(B. Sengupta)**  
Deputy Director (Administration)  
O/o. the Directorate General of Civil Aviation.

**BID FOR OBSOLETE ITEM**

Name & Address of the bidder : \_\_\_\_\_  
(In Capital Letters)

Telephone No. :

EMD Amount \_\_\_\_\_ Draft/Pay Order No. & Date \_\_\_\_\_

I/We have inspected the obsolete items and interested to purchase the same on “As is where is basis”

My / our offer for the items is given below:

**Quote Rs.** \_\_\_\_\_

**VAT / TAX Rs.** \_\_\_\_\_

**Total Rs.** \_\_\_\_\_

**Rupees (In words)** \_\_\_\_\_

I/We gone through the terms and conditions given in the bid document and agree with the same. I/We understand that in the event of non-compliance of the terms and conditions of the bid, my EMD shall be forfeited by NICS.

**(Signature of Bidder)**

**Place** \_\_\_\_\_

**Date** \_\_\_\_\_

## E-waste Items List

S. No.	Description of item	Quantity
1	CPU (Pentium IV)	135
2	Monitor (TFT / CRT)	90
3	Keyboard	85
4	Mouse	45
5	UPS	75
6	UPS Batteries	06
7	Printer	25
8	Scanner	05
9	Fax Machine	04
10	Manual Type Writer	07
11	Colour Television	02
12	Freeze	01
13	Table Fan	03
14	Air-conditioner (Window 1.5 TON)	03
15	Power Extension Board	08
16	Electric Heaters	40
<b>Total</b>		<b>534</b>