

Government of India  
Ministry of Statistics and P.I  
National Statistical Office  
Field Operations Division  
GWALIOR

TENDER DOCUMENT FOR  
DISPOSAL OF OBSOLETE COMPUTERS AND  
COMPUTER PERIPHERALS

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भारत सरकार

Government of India

सांख्यिकी एवं कार्यक्रम कार्यान्वयन मंत्रालय

Ministry of Statistics and Programme Implementation

राष्ट्रीय सांख्यिकीय कार्यालय (क्षे.सं.प्र.)

National Statistical Office (Field Operations Division)

बी-ब्लॉक, प्रथम तल, संजय काम्पलेक्स, जयेन्द्रगंज लखर, ग्वालियर म.प्र.प.

क्र.जी-20011/पुराना रिकॉर्ड विनिष्ठीकरण/निलामी/म.प्र.प/2020-21

दिनांक: 10.06.2021


**Notice Inviting Tender****Subject: Inviting quotations for disposal of obsolete computers, computer peripherals.**

Sealed tenders are invited for disposal of obsolete/used computers and computer peripherals on "As is where is" basis. The items are located at different offices mentioned in Annexure 'C'. Only the registered recyclers with Ministry of Environment and Forests/Central Pollution Control Board are requested to submit their bid. They can inspect the above items; if they so desire. The various crucial dates and details of contact person related to the tender are given below.

1.	Date and Time for Inspection of items	24.06.2021 to 09.07.2021 (11.00 a.m to 4.00 p.m)
2.	Contact person for the purpose of inspection	(i) Assistant Director & Head of Office, NSO (FOD), 1 <sup>st</sup> Floor, B-block, Sanjay Complex, Jayendra Ganj, Gwalior – 474009 (ii) In charge & SSO, NSO (FOD), 20 HX, HIG, Laxmi Nagar, Ujjain (iii) In charge & SSO, NSO (FOD), No. 71, J Block, A-1, Rajiv Gandhi Civic Center, 1 <sup>st</sup> Floor, Ratlam (iv) In Charge & SSO, NSO (FOD), MIG 6-7, Deen Dayal Puram, Shivpuri
3.	Submission of Tender Document	Assistant Director & Head of Office, NSO (FOD), 1 <sup>st</sup> Floor, B-block, Sanjay Complex, Jayendra Ganj, Gwalior – 474009
4.	Last date & time for submission of tender document	19.07.2021 up to 5.00 p. m
5.	Date & Time of opening of tender*	20.07.2021 at 12.30 p. m
6.	Tender notification is published on Website	<a href="http://www.mospi.gov.in">www.mospi.gov.in</a>

(\*) at Gwalior office.

An Earnest Money Deposit (EMD) of Rs.2000/- (Rupees Two Thousand Only) should be deposited along with the tender in the form of an account payee bank draft/ pay order of nationalized bank favoring Assistant Director, NSO (FOD), Ministry of Statistics and P.I, payable at Gwalior. The other terms and conditions are elaborated in Annexure A, tender form in Annexure B, list of items in Annexure C and copy of Form 13 in Annexure D which has to be submitted by the successful tenderer after lifting the items are attached.

  
(I.K. Saxena) 14/06/21  
Assistant Director & Head of Office  
कार्यालय प्रमुख / Head of Office  
प.सां.का. (क्ष.स.प्र.) / NSO (FOD)  
ग्वालियर (म.प्र.) / Gwalior M.P.  
भारत सरकार / Govt. of India



**TERMS & CONDITIONS OF TENDER**

1. The tenderer/bidder may inspect the items at the places mentioned in annexure 'C' on a predetermined date and satisfy themselves about the items they are bidding for.
2. The tenderer/bidder should send the completed tender along with EMD in sealed addressed to Assistant Director & Head of Office, NSO (FOD), 1<sup>st</sup> Floor, B-block, Sanjay Complex, Jayendra Ganj, Lashkar, Gwalior – 474009, latest by 19.07.2021 up to 5.00 p.m. super scribed by "Quotation for Obsolete Computers and Computer Peripherals" in bold letters.
3. The quotation must reach the Assistant director on or before the due date otherwise it is liable to be rejected. Tender received after due date and stipulated date and time due to any reason whatsoever including postal delays shall not be considered.
4. The financial bid should be quoted both in figures and words. Any overwriting shall not be considered for acceptance of the rates offered by the tenderer.
5. This office reserves the right to accept or reject any/ all quotations without assigning any reason whatsoever.
6. Each page of the tender document should be signed by the bidder(s).
7. Incomplete and unsigned quotations are liable to be rejected.
8. An Earnest Money Deposit (EMD) of Rs. 2000/- (Rupees Two Thousand Only) must be accompanied with quotation. This shall be in the form of an account payee Demand Draft of any nationalized bank drawn in the name of the Assistant Director, NSO (FOD), Ministry of Statistics and P.I payable at Gwalior, without which the tender shall be summarily rejected. No Cheque/ money order/ cash shall be accepted.
9. The EMD deposit shall not attract any interest.
10. For Financial evaluation, highest bidder shall be chosen based on the figures quoted in Annexure 'B'.
11. The items shall be sold to the highest bidder. List of items is given in Annexure 'C'.

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12. EMD of the successful bidder shall be adjusted in the bid amount. The EMD instrument of the unsuccessful bidders shall be returned within one month of the bid-opening date, without any interest.
13. The successful bidder has to make full balance payment in the form of Demand Draft in favor of Assistant Director, NSO (FOD), Ministry of Statistics and P.I payable at Gwalior within 5 working days after confirmation, failing to which, the offer will be cancelled and EMD shall stand forfeited.
14. No items once disposed to the successful bidder, shall be taken back in any conditions whatsoever.
15. The successful bidder shall be required to lift all the items from the disposal site to his premises within 05 working days after the payment of the balance amount. On failure to do so NSO, FOD, Ministry of Statistics and P.I shall have the right to forfeit the entire amount of the bidder and dispose the items to next higher bidder.

14/6/24  
आई.के. सक्सेना / I.K. Saxena  
कार्यालय प्रमुख / Head of Office  
रा.सां.का. (स.प्र.) / NSO (FOD)  
ग्वालियर (म.प्र.) / Gwalior M.P.  
भारत सरकार / Govt. of India

**TENDER FORM**

Tender Form for Disposal of Old Obsolete Computer and Computer Peripherals

1.	Name & Address of the Tenderer	
2.	Contact Person	
3.	Telephone/ Mobile Number	
4.	Details of EMD of Rs.2000/-	
	Bank Draft/ Pay Order Number	
	Dated	
	Bank and Branch	

I/We have inspected/ not inspected the obsolete items and am/ are interested to purchase the same on "As Is Where Is Basis". My/ our offer for the items is given below.

Quote – Rs. (in figures):
Rupees (in words):

I/We have gone through the terms and conditions given in the tender document and agree with the same. I/We understand that in the event of non-compliance of the terms and conditions of the tender my/ our EMD shall be forfeited by the National Statistical Office, Field Operations Division, 1<sup>st</sup> Floor, B-block, Sanjay Complex, Jayendra Ganj, Gwalior – 474009.

(Signature of the Tenderer with Seal)

To:

Assistant Director & Head of Office  
National Statistical Office  
Field Operations Division  
1<sup>st</sup> Floor, B-block,  
Sanjay Complex, Jayendra Ganj,  
Lashkar, Gwalior – 474009

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## Annexure 'C'

S.No.	Name of Article	Make	Quantity to be disposed	Year of Purchase	Items Located
01.	Desktop	HP COMPAQ	4	2008	2 Gwalior
				2008	1 Ujjain
02.	Laptop	HCL	2	2008	1 Ratlam
				2008	1 Gwalior
		HP	5	2008	1 Shivpuri
				2009 & 2010	3 Gwalior
				2010	1 Shivpuri
				2010	1 Ratlam
03.	EPBAX/ Inter Comm.	Tatafone	1	2011	1 Gwalior
				2001	2 Ujjain
04.	Photocopier Machine	Xerox 5016	1	2009	Gwalior
			1	2010	Ujjain
			1	2010	Ratlam
			1	2010	Shivpuri
05.	UPS	APC Luminous	1	2006	Gwalior
			6	2008	4 Gwalior
				2008 & 2012	2 Ujjain
			2008	1 Ratlam	
		Elnova	2	2008	Gwalior
06.	Printer	HP Laser	5	2008	1 Gwalior
				2008	1 Ujjain
				2008	1 Shivpuri
				2008	2 Ratlam
		Xerox	10	2011 & 2012	8 Gwalior
				2011	1 Shivpuri
				2011	1 Ujjain

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FORM - 13  
[See Rule 21 (1)]

HAZARDOUS WASTE MANIFEST

1.	Occupier's Name and Mailing Address (Including Phone No.)					
2.	Occupier's Registration No.					
3.	Manifest Documents No.					
4.	Transporter's Name and Address: (Including Phone No.)					
5.	Type of Vehicle					
		Truck	Tanker	Special Vehicle		
6.	Transporter's Registration No.					
7.	Vehicle Registration No.					
8.	Designated Facility Name and Site Address					
9.	Facility's Registration No.					
10.	Facility's Phone no.:					
11.	Waste Description :					
12.	Total Quantity of Waste	in M <sup>3</sup> or Tons				
13.	Consistency :					
		Solid	Semi-Solid	Sludge	Oily	Tarry
14.	Transport Description of Waste					
15.	Containers	Number	Type			
16.	Total Quantity	m <sup>3</sup> or MT				
17.	Unit Wt/ Vol.	m <sup>3</sup> or MT				
18.	Waste Category Number					

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19. Special Handling Instructions and Additional Information :	
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20. OCCUPIER'S CERTIFICATE:

I hereby declare that the contents of the consignment are fully and accurately described above by proper shipping name and are categorized, packed, marked, and labeled, and are in all respects in proper condition for transport by road according to applicable national government regulations.

Typed Name and Stamp	Signature	Month	Day	Year

21. Transporter's Acknowledgement of Receipt of Wastes

Typed Name and Stamp	Signature	Month	Day	Year

22. Discrepancy Note Space

23. Facility Owner or Operator's Certification of Receipt of Hazardous Waste

Typed Name and Stamp	Signature	Month	Day	Year

② 14762-1