

HLL Infra Tech Services Limited,
(Subsidiary of HLL Life care Limited, A Government of India Enterprise).
B-14 A, Sector 62, Noida-201 307
Telephone: 0120-4071500, Extn. 531
Email: itnoida@hllhites.com

INVITATION FOR PROPOSAL

Sub: Disposal of obsolete & unusable IT Hardware – HLL assets through e-waste management.

HLL Infra Tech Services Limited, (Subsidiary of HLL Life care Limited, A Government of India Enterprise) B-14 A, Sector 62, Noida Intends to dispose of e- waste –defunct / obsolete /unserviceable computer hardware (desktops, laptops, printers) as per details given in **Annexure - I** on “**AS IS WHERE IS BASIS**, for which proposals are invited from Dismantler / Recycler of E- waste registered with Central Pollution Control Board or State Pollution Control Board/ Pollution Control Committee in case of Union Territories or concerned department dealing with E-waste.

Important Dates:

Last Date of bid Submission: 21st Feb. 2023 @ 3.30pm

Bid Opening Date: 21st Feb 2023 @ 4.30pm

At - HITES, B-14 A, Sector 62, Noida-201 307

1. ELIGIBILITY CRITERIA

Bidders must fulfil following eligibility criteria:-

- (a) Must be registered as a Recycler/Reprocessor/Dismantler of e-Waste with Central Pollution Control Board, Ministry of Environment, Forest and Climate Change, Government of India or with the State Pollution Control Board or Pollution Control Committee in case of Union Territories. Bids received from the firms other than so registered will be summarily rejected.
- (b) Must not be blacklisted by any Department of the Government of India or of any State/or by any PSU/Autonomous Organization of Government. An Undertaking regarding non-blacklisting of the bidder by any Government Organization must be furnished by the bidder in the tender document in the format given in **Annexure – II (a)**. Bids without the undertaking will not be considered.
- (c) Should be registered with GST with the respective Departments of Government of India/State Governments.
- (d) Should have a PAN No issued by the Income Tax Authorities.

2. INSPECTION OF ITEMS

The inspection of material can be done by the prospective bidders or their representatives at the following address:

HLL Infra Tech Services Limited,
B-14 A, Sector 62, Noida-201 307
Telephone: 0120-4071500, Extn. 531
Email: itnoida@hllhites.com

Shri. Mangal Singh, JO-IT HLL Infra Tech Services Limited, can be contacted at the above given communication details and queries can be raised at the time of inspection. No further clarification shall be entertained after the above inspection. The representative(s) of bidder need to carry an authority letter for inspection, failing which inspection will not be allowed.

3. BID VALIDITY PERIOD

Bids should remain valid for acceptance for a period of **three months** from the last date of submission of bids, i.e. 21st Feb. 2023. Bids with lesser validity period will be summarily rejected.

4. Submission and Evaluation of Bids:

Bids are to be submitted on or before the mentioned date and time mentioned above.

To,
Manager - IT,
HLL Infra Tech Services Limited,
B-14 A, Sector 62, Noida-201 307
Telephone: 0120-4071500, Extn. 531

The order will be placed to highest quoted bidder i.e. H1 bidder.

The bidders who will not fulfil the commercial criteria will be rejected without consideration of price.

5. PAYMENT

The successful bidder will have to pay the entire quoted/offered amount in the form of Bank Draft drawn in favor of "**HLL Infra Tech Services Limited payable at Noida**" within three working days after receipt of letter regarding award of contract, failing which the contract may be cancelled.

6. LIFTING OF ITEMS

- (a) The successful bidder shall be required to lift all items and not selectively from the designated place to their premises on "**AS IS WHERE IS BASIS**" within three **working days** after depositing the full amount.
- (b) In case, the successful bidder deposits the full amount within a stipulated period but fails to lift the articles in the scheduled time, the HITES Noida shall not take responsibility for safe custody of the articles.
- (c) No damage shall be caused to the existing property of this office while removing the materials from the site. Any loss/ damage to the property of this office or injury or personal accident suffered by any person due to negligence or action of the successful bidder or his authorized worker/supervisor will be borne by successful bidder and they will be indemnified.
- (d) Goods/material will be removed under the supervision of designated person(s) of HITES Noida. Materials will have to be removed within the time stipulated in acceptance letter. No extension of time will be given.
- (e) All the charges i.e. loading, unloading and transportation to be incurred in course of lifting of items from the designated place shall be borne by the successful bidder.
- (f) HITES reserves the right to accept or reject any bid without assigning or communicating any reason thereof.

Manager – IT
HITES Noida

List of Items

OBSOLETE & NON WORKING LAPTOP LIST					
SL	MODEL NO			STATUS	QTY.
1	HP Compaq 6320			Not WORKING	1
2	HP Compaq 6320			Not WORKING	1
3	HP Compaq 6320			Not WORKING	1
4	HP Compaq 6710B			Not WORKING	1
5	HP Pavilion dv4			Not WORKING	1
6	SONY VAIO			Not WORKING	1
7	HCL			Not WORKING	1
8	HP PAVILION DV4			Not WORKING	1
9	SONY VAIO VGN-CS14G			Not WORKING	1
10	Lenovo Think pad SL410			Not WORKING	1
11	Sony Vaio VPCS113FG			Not WORKING	1
12	HP DV4			Not WORKING	1
13	SONY VGN-CS27GJ			Not WORKING	1
14	HP pavilion dv4			Not WORKING	1
15	SONY VIO VGN-CS14G			Not WORKING	1
16	COMPAQ 420			Not WORKING	1
17	Compaq V3000			Not WORKING	1
18	TOSHIBA SATELLITE C40			Not WORKING	1
TOTAL					18
SL.	OBSOLETE & NON WORKING PRINTERS				
	MAKE	TYPE	MODEL	STATUS	QTY.
1	HP	MFN	LaserJet pro2055	Not WORKING	1
2	HP	MFN	LaserJet 3055	Not WORKING	2
3	HP	MFN	LaserJet M1522nf	Not WORKING	3
4	HP	SOLO	LaserJet 1020	Not WORKING	1
5	Samsung	MFN	Samsung fax SF -651P	Not WORKING	1
6	HP	SOLO	Deskjet color printer	Not WORKING	2
7	HP	SOLO	HP Cp2055 color	Not WORKING	1
8	HP	MFN	HP 2055	Not WORKING	1
9	HP	MFN	Hp ps 1410 all in one	Not WORKING	1
10	HP	SCANNER	HP SCANNER g3110	Not WORKING	1
11	HP	MFN	LaserJet 1022	Not WORKING	1
12	HP	MFN	Scan pro 4500fn1	Not WORKING	1
13	HP	MFN	Officejet pro 8600 color	Not WORKING	1
TOTAL					17
	OBSOLETE & NON WORKING DESKTOPS				
	Make	CONFIGURATIO N		STATUS	QTY.
01	HP/Lenovo/Dell/HCL	P4/Centrino/D Core/ Core2 Duo		Not WORKING	14

ANNEXURE- II

ELIGIBILITY CRITERIA

Sl. No.	Description	Information	
1.	Name of the Firm /Agency/ Company		
2.	Address of the Firm/ Agency/ Company (Enclose copy of address proof)		
3.	Contact Details of the Firm/Agency	Telephone/ Mobile No	
		FAX No.	
		E-Mail ID	
4.	Name of Proprietor/Partners/Directors of the Firm/Agency		
5.	Other Details (Enclose Copy)	PAN No.	
		GST/ VAT/ Reg.no.	
		Registration Certificate issued by Centre/State Pollution Control Board	

Signature of Authorized Signatory

(Name of the person)

Seal of the Enterprise/firm/agency

UNDERTAKING (on the letter head)

I/We _____ do hereby solemnly affirm
and declare that the My/Our firm /company/business entity is not blacklisted by any
Government Department/Autonomous Organization etc. or prosecuted by any court
of law.

Dated:

Signature of Authorized Signatory

(Name of the person)

Seal of the Enterprise/firm/agency

FINANCIAL PROPOSAL FORMAT

Name of the Bidder/Firm: -

Address of the Bidder/Firm: -

Telephone No.: -

Email ID:

Description of Item	Total Quoted Amount in INR in figures.)	Total Quoted Amount (in INR in words)
Lump sum amount for e-Waste items mentioned at Annexure – 1		

The following may be noted:

- (a) The bidder shall quote for the whole lot of each items and lump sum amount
- (b) Any overwriting of/on amount quoted will render the bid to be invalid.
- (c) GST/VAT or any other tax / duty, if applicable shall be borne by the bidder.
- (d) The total price should be inclusive of all Misc. charges like transportation, labor or any other expenses etc.

I/We declare that I/my representative have inspected the obsolete items as per the list attached (**Annexure - I**) with tender and am/are interested to purchase the same on **“AS IS WHERE IS BASIS”**.

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 bid will be cancelled.

I hereby also declare that e-waste items out of old/obsolete/unserviceable computer hardware etc. will be stored/process/disposed as per E-waste Management Rules, 2016 and an undertaking to this effect will be given before lifting the material from the premises.

Signature of Authorized Signatory

Date:

(Name of the person)

Seal of the Enterprise/firm/agency

ANNEXURE -IV

UNDERTAKING FOR DISPOSAL OF E-WASTE (on Letter Head)

I/We _____ do hereby solemnly affirm
and declare that e-waste items out of old/obsolete/unserviceable computer
hardware etc. will be stored/process/disposed as per E-waste Management Rules,
2016.

Dated:

Signature of Authorized Signatory

(Name of the person)

Seal of the Enterprise/firm/agency