0Guru Nanak Dev University, Amritsar
Department of Computer Engineering & Technology

No.:3120/CET
Dated: 20.08.2019

Registered / Speed Post

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Subject: Sealed quotations for disposal of unserviceable items under e-waste rules as per list attached.

You are informed that the Guru Nanak Dev, Amritsar invites SEALED QUOTATION from eligible bidders for Disposal of the Obsolete/Scrap items "as is where basis is" as per the details and terms & conditions given as under:-

1. Detail of Items:

Sr. No.	Descriptions of the Items	Remarks
1	E-Waste (Computers, Printers, UPS, Batteries, Air Conditioners and equipments) etc.	Annexure-I available on link **http://online.gndu.ac.in/tenders-notice.aspx**

2. Date of Submission of Quotation:

1.	Due Date for Submission of Quotation	Quotation should be superscribed on the envelope **"Quotation for Disposal of unserviceable/Scrap Items under e-waste rule" and addressed to Nodal Officer (e-waste), Department of Computer Engineering & Technology, Maharaja Ranjit Singh Bhawan (3rd Floor), Guru Nanak Dev University, Amritsar, so as to reach this office latest by 06-09-2019 (Friday) 04:30 p.m. through Registered/Speed-Post/Courier.**
2.	Date of Inspection of Scrap Items	Scrap items can be inspected at different Teaching/Non-Teaching department's office **(as per Annexure–I)** from 10:00 a.m. to 04.00 p.m. or can also contact Nodal Officer (e-waste), Guru Nanak Dev University, Amritsar (Contact no. 95010-04679).

3. Terms and Conditions and General Information

1. The bidder should be registered with Central/State Pollution Control Board and should have the valid license. A copy of the License should be enclosed along with the offer. Non-submission of a valid license will render the tender as invalid and will be rejected.
2. Quotations are to be submitted in sealed covers in the prescribed proforma at **Annexure – II** super subscribing the details of quotation and should be submitted within the last date and time specified above.
3. **GST to be paid extra, as applicable, at the time of taking out the materials.**
4. The sale shall be on **"as is where basis is."**
5. It is the responsibility of the bidder to assess the items properly before quoting. No further claims will entertained after opening of the bids.
6. Bids received within the due date only will be entertained.

7. The quotation should be valid for a period of 60 days for acceptance from the date of opening of the bid.
8. The Quotations shall be written legibly and the free from erasing and over-writing. Corrections, if any, should be duly attested by the authorized signatory. Rates should be written both in words and in figures.
9. Bidders cannot withdraw their offer once it is submitted.
10. No enquiry of bidder shall be entertained once the material of lifted by them.
11. All labour, tools and equipment for loading the items from GNDU campus, Amritsar, site to buyer's trucks with all leads, lifts, etc., shall be at the cost of the buyer.
12. **Interested Bidder(s) must submit an EMD amount of Rs. 10,000/- (Rupees Ten Thousand only) in form of Demand Draft (DD) in favour of Registrar, Guru Nanak Dev University, Amritsar payable at Amritsar. The EMD shall be returned of the unsuccessful bidder(s) whereas for the successful bidder, the bidder must deposit the amount obtained by deducting EMD from contract amount at the time of taking away the materials. The EMD of successful bidder will be deposited in the University account as part of the contract amount.**
13. **The successful bidder with Highest Bid will be issued a sale order and shall have to make payment in the form of Demand Draft (DD) with the name of Registrar, Guru Nanak Dev University, Amritsar or submitted by cash at the University Cash Counter for the quantity at the contract rate plus taxes.**
14. The quantity of the items indicated in the list is approximate and sale will be effected at actual at the time of taking delivery.
15. The bidder should take delivery of the items within 15 days from the date of Sale Order.
16. The bidder will not be permitted to sort out the materials. The entire lot should be cleared as directed by the University Authority.
17. Removal and transportation of materials shall be done only during working hours of GNDU. No materials will be allowed to go out after 05:00 p.m on week days. Similarly, no materials will be allowed to go out on Holidays.
18. The material shall be collected in trucks licensed to carry such products. The buyer will arrange to remove the materials sold to him and clear the site within the stipulated period mentioned in delivery period, **if not then the EMD will be forfeit.**
19. No other material should be removed from the site.
20. The bidders are required to indicate their PAN Number in their offer since it has been made mandatory by I.T. Department.
21. GNDU reserves the right to divide/split the order between more than one qualified bidders.
22. GNDU also reserves the right to accept/reject the offers or cancel the whole proceedings without assigning any reason whatsoever. The decision of GNDU will be final and binding on the bidder(s). Bidders are not entitled to claim any damage or compensation in case of such cancellation.
23. Jurisdiction: The disputes, legal matters, court matters, if any shall be subject to Amritsar jurisdiction only.
24. If any interested bidder participate for apply of quotation and is not send & received the quotation from this office, then the same terms & conditions can be download from GNDU website(www.gndu.ac.in) and apply the same within stipulated period given as above.

Nodal Officer (e-waste)
For Registrar

Annexure – II

Format for submitting the Quotation for e-waste materials

Name of the Firm/Recycler: _____

Sr. No.	Descriptions of the Items	Quoted Price per Kg.
1	E-Waste (Computers, Printers, UPS, Batteries, Air Conditioners and equipments) etc.	

(Authorized Signatory)
With Stamp and Seal