

**SHORT TENDER CALL NOTICE**

**FOR**

**SELECTION OF AGENCY FOR DISPOSAL OF  
E-WASTE**

**KHANDAPADA NAC**

**RFP NO. 882 Dtd. 07.06.22**

## **SHORT TENDER CALL NOTICE**

No. 882 / Date: 07-6-22

### **Introduction:**

Sealed Tenders are hereby invited for selection of agencies for **Sale of E-Waste collected from various wards of the ULB and stacked / stored in Material Recovery Facilities [MRF] of the Wealth Centers of Khandapada NAC** only from the intending Agencies duly authorized by the Central Pollution Control Board or the State Pollution Control Board.

### **1. SUBMISSION OF BID:**

The authorized Agency having validity of the authorization shall duly submit all the relevant documents / copy of the documents along with the Application Form as at **Annexure-1** attached herewith.

### **2. INITIAL SECURITY DEPOSIT:**

Initial Security Deposit (ISD) in the form of Demand Draft for an amount as indicated below:

Rs.10,000/-(Rupees ten thousand only) [for NACs]

**IN FAVOUR OF Executive Officer, Khandapada NAC**

**PAYABLE AT Khandapada NAC.**

Any proposal found without the Demand Draft as mentioned above shall be out rightly rejected.

### **3. COPY OF DOCUMENTS TO BE ATTACHED:**

The Bidder must submit the Application Form [Annexure-1] along with all the relevant documents for consideration.

(1) Copy of Letter of Authorization [Having validity] issued by CPCB / SPCB

(2) Initial Security Deposit (ISD) in the form of Demand Draft

(3) GST Registration Certificate

(4) Financial Proposal in Annexure-2 format

(5) Basic Information on the Bidder in Annexure-4 format

### **4. QUOTING PRICE:**

The Bidder shall submit Financial Proposal in the format prescribed at **Annexure-2** herewith quoting price per Kg. of e-waste.

**5. LOCATION OF MRF:**

The E-waste collected from different wards of **Khandapada NAC** is stored / stacked in different MRFs of **Khandapada NAC**. The list of such MRFs has been indicated under **Annexure-3** herewith.

**6. LAST DATE FOR SUBMISSION:**

The bidder should submit documents complete in all respect and kept in a duly sealed envelope super-scribed with the words "**TENDER CALL NOTICE FOR SALE OF E-WASTE IN, Khandapada NAC**" addressed to the Executive Officer, Khandapada NAC so as to reach **by 5:30 PM of Dtd.21/06/2022** through Speed Post / Registered Post / Courier / by hand (To be delivered in the Box kept for the purpose in the office of the ULB).

Applications received after due date and time shall be summarily rejected and **Khandapada NAC** will not be responsible for any delay for such delivery.

ULB shall assume no risk for misplacement of envelope due to improper addressing or not mentioning the name of the work.

**7. OPENING OF BIDS:**

All Bids received by the stipulated time and date shall be opened at Office of **Khandapada NAC on Dtd.22/06/2022 at 11.00 AM** in the Meeting Hall, **Khandapada NAC**.

**8. TERMS AND CONDITIONS:**

- (1) The Bidder should be authorized by CPCB/SPCB for collection and channelization of the E-Waste.
- (2) In case of any discrepancy between price quoted in figures and words, the price quoted in words shall be considered.
- (3) Upon selection and receipt of intimation in this regard, the Bidder shall submit Bank Guarantee of Rs.1.0 lakh [Rupees one lakh only] within seven days to the authorized official of the ULB.

- (4) Upon receipt of the Bank Guarantee from the selected Bidder, the ISD will be refunded.
- (5) ISD of all other Bidders may be refunded within seven days from the date of finalization of the Tender.
- (6) The ULB and the selected Bidder shall mutually decide the quantity of the E-waste to be lifted in one lot.
- (7) Accordingly, thereafter, the ULB will intimate the selected Bidder from time to time for lifting of the E-waste [indicating the weight available for lifting] and provide details of the Bank Account of the Wealth Centre concerned wherein the amount is to be deposited by the Bidder prior to lifting of the E-Wastes.
- (8) The selected Bidder shall deposit the amount and lift the E-Waste from the Wealth Centers [MRF] within 15 days from the date of receipt of the intimation for lifting.
- (9) In case, the Bidder doesn't lift the materials within 15 days from the date of receipt of intimation, the Bidder shall be imposed with a penalty of Rs. 100/- [Rupees one hundred only] per Metric Ton. In case, any valid reason(s) is/are put forth and the ULB considers the same as reasonable, the penalty may not be levied.
- (10) If the Bidder, fails miserably to lift the E-Waste / violates the terms and conditions, the ULB may;
  - (a) Terminate the contract with prior notice to the selected Bidder and after providing a reasonable opportunity of being heard;
  - (b) Report the matter to the Board [CPCB/SPCB, as the case may be] who has issued Letter of Authorisation for collection and channelization of the E-Wastes in favour of the Agency (Selected Bidder);
  - (c) Take steps for forfeiture of the Bank Guarantee \*

- (11) The selected Bidder shall provide services for a period of 12 (Twelve) months from the date of finalization / issue of intimation to the Bidder selected in the process.
- (12) Conditional Bids will not be accepted. It must be noted that Consortium / Joint Venture is not acceptable. Interested Bidders may obtain further information and clarification required if any, on any matter relating to the Tender from the office of **Khandapada NAC** on any working day during the working hours.
- (13) The Bidder may conduct its own survey of the Wealth Centers for quantity and categories of E-Waste before submitting Bid with due consultation with the ULB.
- (14) The Authority may issue Order to the highest quoted Bidder or Multiple Bidders as deemed proper.
- (15) The authority reserves the right to reject or accept any quotation without assigning any reason thereof. The Bids received in incomplete shape or after due date shall be summarily rejected.

  
**Executive Officer**  
**Khandapada NAC**

**APPLICATION FORM**

To  
Executive Officer,  
Khandapada NAC

**Sub:** Submission of Documents for participation for Purchase of E-Waste  
from Wealth Centers of **Khandapada NAC**

**Ref:** Short Tender Call Notice No. .... Dated .....

Madam / Sir,

In response to the Short Tender call Notice referred to above and having reviewed and fully understood all the requirements, this Agency [Name and address of the Agency] being authorized for collection of E-waste by the Central Pollution Control Board [CPCB] / State Pollution Control Board [SPCB] and the said authorization having validity [Copy of Letter of Authorisation having validity enclosed] we intend to participate in the process for the purpose of which document / copy of relevant documents are submitted herewith for consideration.

Yours faithfully,

[Seal & Signature of the authorized signatory of the Agency / Bidder]

[Name of the authorized signatory]

Place:

Date:

Enclosure: List of Documents enclosed

**FINANCIAL PROPOSAL**

To

Executive Officer,  
Khandapada NAC

**Sub:** Submission of Financial Proposal for Purchase of E-Waste from  
Wealth Centers of **Khandapada NAC**

**Ref:** Short Tender Call Notice No. .... Dated .....

Madam / Sir,

In response to the Short Tender call Notice referred to above and having reviewed and fully understood all the requirements, it is hereby agreed to buy the E-Waste as per terms and conditions so prescribed in the rate specified below.

| <b>Price per Kg.<br/>without GST<br/>(INR)</b> | <b>Price per Kg.<br/>with GST<br/>(INR)</b> | <b>Remarks</b> |
|--|---|----------------|
| In figure                                      | In figure                                   |                |
| In words                                       | In words                                    |                |

Yours faithfully,

[Seal & Signature of the authorized signatory of the Agency / Bidder]

[Name of the authorized signatory]

Place:

Date:

**LIST OF MATERIAL RECOVERY FACILITY [MRF]**

| <b>Sl. No.</b> | <b>ID of the MRF</b>                   | <b>Location of MRF</b>                   |
|----------------|--|--|
| 1              | 2                                      | 3  |
| 1              | Micro Recovery Facility,<br>Karadabani | Karadabani, Ward No.1,<br>Khandapada NAC |

**Annexure-4****BASIC INFORMATION ON THE BIDDER**

| <b>Sl. No.</b> | <b>Particulars</b>   | <b>Remarks</b> |
|----------------|--|----------------|
| <b>1</b>       | <b>2</b>   | <b>3</b>       |
| 1              | Name of the Bidder   |                |
| 2              | Address of the bidder  |                |
| 3              | Particulars of the authorization issued by the CPCB / SPCB:<br>a. Name of the SPCB issuing the Authority Letter<br>b. Sl. No. of the Authority Letter<br>c. Date of issue of the Authority Letter<br>d. Authority Letter Valid up to |                |
| 4              | GST Registration No.<br>Date of registration   |                |
| 5              | Name of the Contact person<br>Contact number<br>E-mail ID  |                |
| 6              | ISD Details<br>DD No.<br>Date<br>Amount<br>Name of issuing Bank<br>Name of the Branch  |                |
| 7              | Other relevant documents, if any   |                |

**\*\*\*\*\***