.

REGIONAL OFFICE AHMEDABAD

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Central Bank Of India

"Request For Praposal (RFP)"

Reference Number RO:AHM:RCC:2026-27:08

Dated: 29/08/2026

For Disposal of E-waste
available at various Branches/Offices of
Regional Office, Central Bank of India,
Lal Darwaja, Ahmedabad

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Schedule of Events

S N	***Event Name***	***Remarks***
1	Name of RFP	"Disposal of E-WASTE".
2	Date of Issue of RFP	05/09/2026
3	Cost of RFP – non refundable *	Rs. 2,000/- (Rupees Two thousand only) (incl. of GST) in the form of DD favouring Central Bank of India and payable at Ahmedabad with narration Tender ref no in favor of "Central Bank Of India".
4	EMD *	Rs.5,000/- (Rupees Five thousand only) in the form of DD favouring Central Bank of India and payable at Ahmedabad with narration Tender ref no in favor of "Central Bank Of India".
5	Last date for sending pre bid queries	11.09.2026; 13:00 hours
6	Date & Time of pre-bid meeting	14.09.2026; 15:00 hours, through video call. Those unable to attend through video call may send queries through mail latest by 19.09.2026 ;13:00 hours
7	Last date of submission of bids	21.09.2026; 15:00 hours
8	Address for submission of bids	**Central Bank of India** **4th Floor, RCC, Central Bank Building,** **Lal Darwaja,** **Ahmedabad 380001**
9	Date of opening of Technical bids	21.09.2026; 15:30 hours
10	Venue for pre-bid meeting & opening of bids	**Central Bank of India** **4th Floor, RCC, Central Bank Building,** **Lal Darwaja,** **Ahmedabad 380001**
11	All correspondence related to this RFP should be sent to following email IDs	rtccahmero@centralbank.co.in, cm1ahmearo@centralbank.co.in,

*Note:

1. Document cost & EMD will be exempted for the bidders who are submitting registration certificate from MSME /NSIC, valid as on the date of submission of the bid.

Invitation for tender offers

Central Bank of India invites sealed Quotations from <u>E-waste Vendors who are empanelled with Central Bank of India</u> for disposal of E-Waste lying at Bank's Premises at various locations in Ahmedabad & Kheda Districts of Gujrat on "As is where is" basis . *The bidder will have to process the e-waste as per the latest guidelines mentioned in the E-Waste (Management) Rules, 2016 vide G.S.R. 338(E) dated 23.03.2016* & as per amended rules 2018, dated 23 March 2018 *available in the Ministry of Environment & Forests Notification dated 23rd March, 2016 by Government and updated from time to time.*

Each page of bid document must be signed and stamped by the bidder to ensure the compliance with the scope & services and general terms and conditions. No overwriting, corrections and cutting is permitted.

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Bid validity should be 18*0 days* from the specified date of closing.

For any queries, Bidder may contact at **079-69226020/21**

The Tender document, Annexures, duly filled up and necessary supporting documents must be dropped in Drop Box kept at **Central Bank of India ,4th Floor, RCC, Central Bank Building,**
Lal Darwaja,Ahmedabad 380001 not later than 21/09/2026, 15:00 Hrs.

Sd/-

Regional Head
Central Bank of India
4th Floor, RCC, Central Bank Building,
Lal Darwaja,
Ahmedabad 380001

I. INSTRUCTIONS TO BIDDERS

1. The bidder is to submit a refundable bid security of Rs.5,000/- (Rs Five Thousand Only) by way of DD payable at Ahmedabad in favour of "CENTRAL BANK OF INDIA" or through RTGS/NEFT.

2. The bid should be submitted in Sealed Cover duly filled with all supporting documents & Annexures.

3. SUBMISSION OF OFFER –TWO BID SYSTEM
Cover 1 : to be superscribed as "Technical offer for T No **RO:AHM:RCC:2026-27:08** "
Contents :
    - Documents as per **Annexure-A** to be enclosed (Eligibility criteria and undertaking by the Bidders)
    - Copy of PAN/TIN
    - Bidder's Information as per **Annexure C**
    - Document cost (DD)
    - EMD (DD)

   Cover 2: To be superscribed as Commercial Bid for T No **RO:AHME:RCC:2026-27:08** "
Contents: Commercial Bid as per **Annexure D**.

4. Both these covers should be kept in one Big cover and superscribed as Tender for Disposal of E-Waste Tender Ref No **RO:AHM:RCC:2026-27:08** "

5. Central Bank of India will not be responsible for postal or any other delays. Quotations received in an envelope that is damaged/torn or merely stapled will be summarily rejected.

6. Bids once submitted shall not be allowed to be withdrawn. Any default after acceptance of the bid shall be deemed to be non-compliance to the terms of contract**.**

7. The quantity mentioned in Commercial bid i.e. Annexure D is an indicative one, and the same may vary at the time of Invoicing.

8. The bidders may inspect the site on predetermined date with prior appointment, for assuring the nature and volume of work, condition of materials realistically and satisfy themselves about the items they are bidding for, before quoting the rates.

9. No deviation from the scope of services will be accepted.
10. Central Bank of India will not bear any cost on account of labour/transportation etc.

II. Earnest Money Deposit (Bid Security)

Bidders are required to submit a Demand Draft from any Scheduled Commercial Bank favouring **"CENTRAL BANK OF INDIA" for Rs 5,000/- as Earnest money Deposit (EMD) payable at Ahmedabad** with narration Tender ref no 001 in favor of "Central Bank Of India" along with their technical offers. Offers made without valid E.M.D, as mentioned above will be rejected. **No interest will be paid by the Bank on the Earnest Money Deposit.**

The EMDs of the unsuccessful bidders will be returned on issuance of the Sale Letter to the successful bidder, subject to written demand for the same. EMD of the successful bidder will remain with the Bank, till the Disposal process is completed and relevant certificate is submitted.

III Evaluation and acceptance

1. Bank will award the contract to the successful bidder whose bid has been determined as the **Highest Commercial bid (H1)**. If necessary, Bank reserves the right to form an appropriate negotiation committee to have negotiation with the H1 bidder. In case the H1 bidder is not able to accept the sale letter within 7 days, the same will be offered to next higher bidder (H2) at rate given by H1.
2. The Bank shall be under no obligation to mandatorily accept the highest or any other offer received in response to this notice and shall be entitled to reject any or all offers without assigning reason whatsoever.

IV. Payment Terms

Successful bidder has to submit a Demand Draft payable to Central Bank of India payable at Ahmedabad for full amount quoted plus GST as per prevailing Tax rate on the date of Invoice/Sale letter, within 7 days of the sale letter. **The EMD amount will not be adjusted against the same as it will be returned by the Bank separately by NEFT, after successful completion of the task and submission of certificate to the Bank to that effect.**

V. Termination by default:

i) Central Bank of India reserves the right to terminate the agreement at its discretion at any time without assigning any reason, thereof.

ii) Central Bank of India may, without prejudice to any other remedy for breach of contract, by written notice of default sent to bidder, terminate the Contract in whole or part:

a. If the Bidder fails to provide services within the time period specified in the contract or any extension thereof granted by the Central Bank of India.

b. If the Bidder fails to perform any other obligations under the Contract.

VI. Order Cancellation:

1. If the successful bidder fails to remit the required amount and clear off the items within the time specified as above, Central Bank of India will have the power to cancel the offer and forfeit the EMD/BID SECURITY.

2. Also the order will be cancelled, if serious discrepancy in the bid is noticed.

In addition to the cancellation of Sale letter, Central Bank of India reserves the right to appropriate the damages from the earnest money deposit (EMD) given by the bidder and/or foreclose the bank guarantee given by the supplier against the advance payment and may take appropriate action.

VII. Bank's Right To Accept Or Reject Any Bid or All Bids :

The bank reserves the right to accept or reject any bid and annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for the bank's action.

VIII. Rejection of the bid

1. The bidder is expected to examine all instructions, formats, terms & conditions, & scope of work in the bid document. Failure to furnish all information required as per bid document or submission of bid which is not substantially responsive to the bid document in every respect may result in rejection of bid. In respect of interpretation/clarification of this bid document and in respect of any matter relating to this bid document, the decision of Central Bank of India will be final.

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2. In case the selected bidder does not show interest in lifting the goods, the bid security will be forfeited.

3. The bidder will have to furnish the requisite document as specified in the bid document, failing which the bid is liable to be rejected.

4. The bids received after specified date & time will not be considered.

5. **ALL OTHER TERMS AND CONDITIONS AND THE SCOPE OF THE SUCCESSULL BIDDDER ARE AS PER " ANNEXURE B "**

Enclosures

1- Annexure A- Eligibility
2- Annexure B- Terms and conditions & Scope
3- Annexure C- Biddere's information
4- Annexure D- Commerecial Bid

ANNEXURE-A

ELIGIBILITY CRITERIA AND UNDERTAKING BY THE BIDDERS

S N	*Eligibility Criteria*	*Documents to be submitted along with the Bid*
1	The bidders should have a copy of the valid Registration Certificate issued by Ministry of Environment Forests Ministry of Environment Forests (MOEF)/ Central Pollution Control Board / (MOEF)/ State Pollution Control Board to be submitted as per the current requirements for collecting, dismantling, recycling of e-waste.	Latest copy of Valid Registration Certificate issued by Ministry of Environment & Forests (MOEF) Central pollution control Board/ State Pollution Control Board to be submitted.
2	The bidder should not have been currently blacklisted /barred/disqualified by any Govt or PSU or PSB or regulator/statutory body or institution during last three years and that none of their works had ever been terminated by client after award of contract, during last three years. Bidders should further acknowledge the right of the Bank, that if the Bank finds to the contrary, to declare their Tender to be non-compliant and shall be liable for cancellation without any notice at the sole discretion of Central Bank of India.	A self declaration / Undertaking in bidder's letter head to this effect must be furnished.
3	The bidder should submit an undertaking to the effect that after deactivation/degaussing of the data and / or destruction of storage media, the data cannot be retrieved by using any procedure.	An undertaking in their letter head to be submitted by the bidder.
4	Bidder also need to submit an undertaking that all e-waste items collected from Central Bank of India will be disposed off as per the latest e-waste guidelines issued by State /Central government Authorities and should also that the facility & recycling process for the E-waste are in accordance with the e-waste (Management) Rules , 2016 & as per amended rules 2018, dated 23 March 2018 available in the Ministry of Environment & Forests Notification dated 23rd March, 2016 by Government, updated from time to time.	An undertaking in their letter head to be submitted by the bidder.
5	The Bidder should not be NPA account holder in any commercial banks in India	A self declaration in bidder's letter head to this effect must be furnished.

ANNEXURE-B

TERMS AND CONDITIONS & SCOPE OF THE SUCCESSFUL BIDDER

1. Depending on the quote received by the Bank, the collection of e-waste will be awarded to H1 vendor (Highest Bidder).
2. The successful bidder should make the full payment to the Bank before picking up the items from the Branches/Offices within 2-3 working days from the date of selection of bidder. GST and other taxes as per Govt. norms on the auction proceeds will be extra.
3. Successful bidders failing to collect e-waste from the Bank's location in terms of the Order issued to them on even one occasion may be delisted from the Bank's empanelment.
4. The e-waste should be disposed-off in accordance with the timelines laid down by the Govt. of India guidelines currently in force/ updated from time to time. On final disposal, the vendor would be required to provide a certificate to this effect to the Bank within 30 days after receipt of e-waste.
5. The lifting of materials should be made during working hours i.e. 10 AM to 5 PM. At the time of pickup, bidder should submit relevant Form/certificate as per defined guidelines along with the full details of material to be disposed.
6. If the successful bidder fails to remit the required amount and clear off the items within the time specified as above, Central Bank of India will have the power to cancel the offer and forfeit the EMD/BID SECURITY.
7. The successful bidder should make the payment of full amount by a single DD payable at Ahmedabad and clear off all the items at their cost within **2 weeks** from the receipt of sale letter. Successful bidder should produce their identity proof and original cash receipts for the amount remitted with the sanction of the concerned authorities in the presence and supervision of Bank officials. Central Bank of India will not be held responsible for any loss or damages or theft of the material after the bid is finalized and sale letter issued to the successful bidder, and no compensation thereof, will be entertained. Any damage to Bank Property resulted while removing the materials should be compensated by the successful bidder.
8. The Guidelines issued by Ministry of Environment Forests, Government of India and respective State Pollution Control Boards or any other regulatory authorities from time to time with regard to disposal of E-Waste are to be strictly followed by the successful bidder.
9. The selected Bidder has to remove the storage media viz., Hard disk, Tapes, DATs, etc., and the same has to be degaussed in front of the Bank officials before collecting the e-waste from the Bank. If e-waste is generated /collected in one State and required to be transported to another state for dismantling/recycling/final disposal, it would be the responsibility of the bidder(vendor) to have necessary approval /"No Objection Certificate" from the concerned State Pollution Control Board / Pollution Control Committee of Union Territory and intimate the State Pollution Control Board / Pollution Control Committee of Union Territory in transit as required by the GOI guidelines currently in force and issued from time to time. E-way bill generation is the responsibility of the Bidder.
10. It would be the responsibility of the bidder for safe transit of the e-waste from Bank's location to the vendor's location. In case of any untoward incident happening during the transit of e-waste, the empanelled vendor will be held solely responsible for the loss/consequences.
11. The bidder shall be entirely responsible for all taxes, duties, license fees, road permits, other taxes etc incurring during e-waste handling process
12. Bank retains with themselves the authority to blacklist or bar a bidder for a specified period of time from participating in its tendering process where the Bank has authentic information that the vendor has been debarred/black listed from participating in the tendering process by an international organization or by a local organization on ground of fraud or corruption or for some other reason which, in the opinion of the Bank is not compatible with its procurement policy and ethical standards.

13. If the service provided by the vendor is found to be unsatisfactory or if at any time it is found that the information provided for empanelment or for any tender is false or if irregularities shown by the vendor when applying for the tenders, the Bank reserves the right to remove such Bidders from the empanelled list without giving any notice to the vendor in advance.
14. **IDEMNITY**:
    The vendor shall indemnify the Bank, and shall always keep indemnified and hold the Bank, its employees, personnel, officers, directors, harmless from and against any and all losses, liabilities, claims, actions, costs and expenses (including attorney's fees) relating to, resulting directly or indirectly from or in any way arising out of any claim, suit or proceeding brought against the Bank as a result of:

i. An act or omission of the Bidder, employees, agents, sub-contractors in the performance of the obligations of the Bidder under the EOI or, any or all terms and conditions stipulated in the SLA(Service level Agreement) or Purchase Order(PO) and/or
ii. Claims made by employees or subcontractors or subcontractors‟ employees, who are deployed by the Bidder, against the Bank and/or
iii. Breach of any of the term of the EOI or breach of any representation or false representation or inaccurate statement or assurance or covenant or warranty of the Bidder under the EOI or; any or all terms and conditions stipulated in the PO and/or
iv. Negligence or gross misconduct attributable to the Bidder or its employees, agent or sub-contractors.

Signature:

Seal of company:

Date:

ANNEXURE- C

Bidder's Information

S No	Particulars	Details
1.	Name of bidder	
2.	Constitution	
3.	Address	
4.	Contact Person	
5.	Contact Details (Telephone No, Mobile number, email, FAX etc)	
6.	Year of Incorporation	
7.	Number of years of experience in Recycling / Disposal Activities	
8.	Whether all RFP terms & conditions complied with.	

Signature:

Seal of company:

Date:

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ANNEXURE-D

Commercial offers for purchase of E-WASTE to be disposed - off.
Location: Central Bank of India, **at various locations in Ahmedabad & Kheda Districts of Gujrat**

S N	Item	Indicative GST Rate*	Quoted Base Price per unit	GST	Total price per unit including GST	Location: Krishna & West Godavari Districts	Total Quantity (approx..)	Total price including GST
			A	**B**	**C=(A+B)**		**D**	**E=CXD**
1	CPU	18					112	
2	Printers	18					91	
3	Monitors	18					112	
4	Scanners	18					15	
5	Key board & Mouse	18				Lump sump	Lump sump	

Total Amount in Words:
(Rupees____)

***Actual GST will be charged as per applicable rate on date of invoice.**

We agree to all the terms & conditions mentioned in the RFP and subsequent corrigenda.

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Signature & Seal of the Bidder