कार्यालय महानिदेशक लेखापरीक्षा

केन्द्रीय व्यय (पर्यावरण एंव वैज्ञानिक विभाग),

नई दिल्ली – 110002

सं.मं.नि.ले.प./पर्या.एवंवै.वि./स्था/phy.veriofITassets/2025-26 **दिनांकः**

TENDER NOTICE

Subject: Inviting tender for disposal of unserviceable/obsolete E-waste (IT equipment's)

Sealed quotations are invited through public auction/Tender from eligible vendors for Disposal of unserviceable/obsolete E-Waste (IT equipment's) laying in DGACE(E&SD) on "AS IS WHERE IS" basis. These Lots include 56 equipments such as Desktops-24, Laptops-15, and Printers-17.

Sealed cover with superscript, "Quotation for Disposal of E-waste (IT equipment)" addressed to Dy. Director (Admn) Office of the Director General of Audit Central Expenditure (Environment & Scientific Departments), IIIrd floor, D-wing Audit Bhawan, IP Estate New Delhi-110002 shall be submitted in IT Section of this office in person on or before 27.02.2026 by 4.00 PM. Bids will be opened on the next day i.e 02.03.2026.

Necessary terms & conditions and other required annexures are attached. A copy of this Tender enquiry is available in this office website.

Digitally signed by Anju Kumari
Date: 25-02-2026 11:31:25

(Anju Kumari)
Sr.AO (Admn/IT)

To,

1. **Notice Board**
2. **Office website**

Annexure-I

Schedule of tender & Contact information

S.N	Particulars	Description
1.	**Tender Inviting Authority**	**Dy. Director (Admn), O/o the DGACE(E&SD), New Delhi**
2.	**Name of Tender**	**Disposal of obsolete/unserviceable e-waste equipments**
3.	**Minimum Reserve Price for the tender**	**Rs. 60900/-(Sixty thousand nine hundred only)**
4.	**Earnest Money Deposit (EMD)**	Rs.3000/- (Rupees three thousand only) in the form of crossed Demand Draft drawn in favour of "PAO, O/o the Pr. Accountant General (Audit) Delhi, payable at New Delhi) (MSME exempted).
5.	**Date of publication of tender**	17.02.2026, 5PM
6.	**Bid document download start date**	17.02.2026, 5PM
7.	**Start date & time for physical inspection**	18.02.2026 to 27.02.2026 , 2PM to 4PM (with prior intimation)
8.	**Start date for submission of bid**	18.02.2026, 11AM
9.	**Last date & time for submission of bid**	27.02.2026, 4PM
10.	**Date of opening of bids**	02.03.2026, 11 AM
11.	**Contact person**	Brahm Nagesh Dwivedi, AAO 7603046922, 9140120551

Note:- No bid shall be accepted after due date and time given in the above schedule for any reason whatsoever may be

Annexure-II

(Terms & conditions)

1. This office does not bind itself to accept the Highest bid and reserves the right to reject any or all the tenders received without assigning any reason whatsoever. Inadequate or incomplete bid in any respect or the prescribed conditions are not fulfilled are liable to be rejected.

2. Bidders should be registered with Central/State Pollution Control Committee of E-waste.

3. The bidders shall enclose a copy of final certificate issued by the above-mentioned Pollution Control Board to operate as Registered Recycler/Re-processor/Disposal of E-waste. The bids shall remain valid for 60 days after the date of bid opening. If any bidder withdraws his bid before the said period shall without prejudice to any other right or remedy, be at liberty to forfeit the Bid Security absolutely.

4. Bidders interested may physically inspect the stores between 2 PM to 4 PM on any working day from 18.02.2026 to 27.02.2026.

5. The tenderer/firm must be registered with GST Department for subject services. Copies of such certification-mentioning registration number etc. shall be furnished along with a quotation.

6. The bidders/firm must submit the copy of PAN along with bid document.

7. An "Earnest Money Deposit (EMD)" to the tune of Rs.-3000/- (Three thousand rupees only) in the form of crossed Demand Draft drawn in favour of " PAO, O/o the Pr. Accountant General (Audit) Delhi, payable at New Delhi shall be submitted (MSME exempted). In case of exemption copy of MSME certificate shall be furnished along with a quotation.

8. This bid will be processed on an "As is where is Basis". The contractor shall indemnify this office against any liability for compensation due to injury to his own workmen/engineer or to other persons inside the office premises while executing the contract and for any damage to the property.

9. The contract shall be interpreted in accordance with the laws of Union of India. Any disputes shall be within the jurisdiction of Delhi.

10. **Minimum Reserve Price for the bid shall be Rs 60900/-.**

11. The successful bidder will be required to deposit the total bid/quoted amount by means of Demand Draft/Pay Order/Banker's Cheque in favour "PAO, O/o the Pr. Accountant General

(Audit) Delhi, payable at New Delhi" within 07 working days from the date of award of contract and the items will be lifted within 7 days of the receipt of confirmed work order by the firm. Failure to do so shall result in forfeiting of EMD. The EMD of the successful bidder and the unsuccessful bidders will only be released after submission of quoted amount in the prescribed form by the successful bidder. If the successful bidder fails to deposit the quoted amount within the stipulated date, the EMD of the H 1 firm will be forfeited. The lifting of materials will be made by contractor on any working day as specified between 10AM to 4PM. The contractor will have to inform us at least two working days in advance of the intended date of lifting of the materials. The contractor will be required to bring his own vehicle for lifting the materials and will employ his own labour, bags and other items as required for packing and lifting of the materials. No assistance will be rendered in this regard by this office. The contractor will be responsible for cleaning the area from where the obsolete materials are lifted. The lifting of the obsolete materials will be allowed from the designated places only and after issuance of necessary security/gate pass.

12. Vendor should ensure that all e-waste is disposed/reused as latest government guidelines.

(Anju Kumari)

Sr.AO (Admn/IT)

Annexure- III

Tender Acceptance Letter

(To be given on Company Letter Head)

To,

The Dy. Director (Admn)

Office of the Director General of Audit Central Expenditure

(Environment & Scientific Departments),

3rd floor, D-wing Audit Bhawan IP Estate,

New Delhi-110002.

Tender:- Disposal of unserviceable/obsolete E-waste (IT equipment's)

Madam,

1. I/ We hereby certify that I/we have read the entire terms and conditions of the e-tender documents and I/we shall abide hereby by the terms/conditions/clauses contained therein.

2. I/We hereby unconditionally accept the tender conditions of above-mentioned e-tender document in its totality/entirely.

3.1/We hereby declare that our firm has not been blacklisted/debarred by any Government Department/Public Sector Undertaking.

4. I/We certify that all information furnished by our firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the bidder, with official seal)

Annexure-IV

Technical Bid

Name & Address of the Bidder:

Contact No:

1	Whether the bidder is registered for handling the E-waste with Central/State Pollutions Control Board of any state.	Yes/No
2	If answer of SI No. 1 is YES, Name of Central/State Pollutions Control Board at which registered?	
3	Registration Number given by Central/State Pollutions Control Board	
4	Photocopy for proof of Registration Number given by Central/State Pollutions Control board	Attached/Not Attached
5	Date of Registration	
6	Expiry of Registration	
7	Whether Demand Draft/ Banker's Cheque for EMD has been attached herewith.	Attached/Not Attached
8	If exemption claimed for EMD	Relevant Documents exemption attached/or not attached
9	GST registration certificate and PAN card	

I/We, the undersigned certify that all the above-mentioned information is correct.

Signature of authorised person
Name:
Designation:
Company Seal:
Date:
Place:

Note:

- **All documentary proofs of the information given above are to be attached herewith.**
- **Technical bids without documentary proof are liable to be rejected.**

Annexure-V

Financial Bid

(Minimum Reserve Price of the bid-Rs. 60900/-)

Name & Address of the Bidder:

Contact No:

- It is necessary that the bidder submit financial bid in table below
- Financial bids shall be considered only for the eligible bidders as per the technical bid
- Prices should be quoted in Indian Rupees.

S. No.	Particular	Total Amount (In Rupees)
1	E-waste computer hardware items (Unserviceable, obsolete and beyond economic repairable) at O/o DGA(Central Expenditure) Environment & scientific Department, IIIrd Floor,D-wing Audit Bhawan, IP Estate New Delhi-110002	In Figures: In Words:

(Signature of the bidder, with official seal)