

**GeM Auction ID - 25903****STATE BANK OF INDIA**

**PREMISES & ESTATE DEPARTMENT  
8<sup>TH</sup> FLOOR, LOCAL HEAD OFFICE,  
WEST GANDHI MAIDAN,  
PATNA, BIHAR – 800001**

**TENDER/AUCTION FOR DISPOSAL OF E-WASTE THROUGH GEM PORTAL**

| <b>S.NO</b> | <b>Particular</b>                                | <b>Scheduled Date &amp; time</b>    |
|-------------|--------------------------------------------------|-------------------------------------|
| 1           | Tender start date                                | <b>06/10/2025</b>                   |
| 2           | Tender end date                                  | <b>15:00 hrs. on 16/10/2025</b>     |
| 3           | Pre-Qualification Submission Start date and time | <b>13:00 hrs. on 06/10/2025</b>     |
| 4           | Pre-Qualification Submission End date and time   | <b>18:00 hrs. on 11/10/2025</b>     |
| 5           | Pre-Qualification Assessment End date and time   | <b>18:00 hrs. on 14/10/2025</b>     |
| 6           | Auction start date and time                      | <b>10:00 hrs. on 15/10/2025</b>     |
| 7           | Auction end date and time                        | <b>15:00 hrs. on 16/10/2025</b>     |
| 8           | Date of award of allotment                       | Will be notified through GeM portal |

THE ASSISTANT GENERAL MANAGER (P & E)  
STATE BANK OF INDIA  
8<sup>th</sup> FLOOR, LOCAL HEAD OFFICE,  
WEST GANDHI MAIDAN,  
PATNA - 800001  
Phone : 0612-22820821, 0612-22820826  
Email: agmpe.lhopat@sbi.co.in

State Bank of India, Local Head Office - Patna, West Gandhi Maidan, invites disposal of e waste through forward auction as per **State Pollution Control Board**. **The vendors/recyclers should be authorized by State Pollution control Board for disposal of e-Waste.**

The old/obsolete material (e-Waste) list (Annexure-1) including old/obsolete CPUs, Monitors, Printers, Printer Cartridges on **“AS IS WHERE IS” and “NO COMPLAINT BASIS”**. There is no fee for Tender document. Manual bids shall not be accepted.

#### 1. ELIGIBILITY CRITERIA :-

- i. Individuals/ Firms / Companies having valid authorization for e-Waste recycling from the **State Pollution Control Board**. The bidder who does not have authorization certificate from **State Pollution Control Board**, such firms **will not allow in e-forward auction and will be rejected** in technical bid.
- ii. Valid PAN and GST number.
- iii. Duly filled application form as per **ANNEXURE-II** and all pages of tender document duly stamped and signed.

**Note:** Only those bidders will be allowed to participate in forward auction, who are uploading above document on GeM Portal.

2. Minimum Opening Price for the Bid will be **Rs. 2,80,862/- (Rupees Two Lakh Eighty thousands eight hundred sixty two only)**. Below quoted from the reserve price will not be consider for award of work / auction.

3. The bids are invited lot wise. The items shall be sold to the bidder who will quote the consolidated highest rates for respective lots. (i.e., Lot wise items indicated in the list of obsolete/ unserviceable items as detailed at Annexure-I) and no bid would be accepted for any part of the lots

4. Bids shall be submitted at GeM portal only. Bidders/Vendors are advised to follow the instructions provided on GeM portal.

5. State bank of India reserves right to accept or reject or cancel or relax any part or whole of the tender documents, without assigning any reason(s) thereof.

6. Bid will be opened as per date/time as mentioned in the GeM portal.

**SCOPE OF WORK AND TERMS & CONDITIONS**

1. The bidders should enclose the self-attested copy of the Registration Certificate issued by **State Pollution Control Board** along with their bid. The successful bidder shall produce the original certificate as and when sought for by this office.
2. The entire e-waste items will be sold as a single lot on **“AS IS WHERE IS”** and **“NO COMPLAINT BASIS”** to the successful bidder(s) and no part quotation will be considered.
3. Inspections of material can be done carefully by the prospective bidders or their representative at the office premises for which they can contact **Sh. Subodh Kumar**, Deputy Manager, **Phone: 0612-22820826, Mobile No. 7783862486** or **Sh. Gautam Gaurav**, Assistant Manager, Premises & Estate dept., SBI LHO, Patna between 11.00 A.M to 05.00 P.M, **Phone: 0612-22820341, Mobile No. 7736349846**. Queries can be raised to the concerned officer at the time of inspection. No further clarification shall be entertained, after the above inspection. No request for inspection after submission of the tender will be accepted.
4. **Lifting of e-Waste items**
  - (a) The successful bidder shall lift all the e-waste items between 11.00 A.M to 04.00 P.M from the office premises 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, this office shall not take responsibility for safe custody of the articles.
  - (c) No damage shall be caused to the existing property of this office or any other offices in the premises while removing the material from the site Any loss damage to the property of this office or any offices in the premises 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.
  - (d) Goods/material will be removed under the supervision of designated officer (s) of this office. Material will have to be removed within the time stipulated in acceptance letter. No extension of time will be given under any circumstances. Delay, beyond the stipulated time, may entail cancellation of the award/order.
  - (e) **All the charges i.e., loading, unloading and transportation to be incurred in course of lifting of items from this office complex shall be borne by the successful bidder.**
5. **The successful bidder shall be required to lift all the items at their own cost from the disposal site to his premises within seven days** after depositing the full amount of the bidder and the said bidder(s) will have no right to claim the said articles. This office will have full right to dispose of the articles in any other manner deemed fit as decided by the competent authority. Segregation/dismantling of e-waste is not allowed in the premises of the Department.
6. The number of quantities may increase or decrease. **Payment is made based on the actual quantity collected.**
7. **The bidder should be an authorised recycler by the respective State Pollution Control Boards.**

**8. Payment Terms:**

The **successful bidder(s)** must pay the following amount in the form of **Demand Draft** in favour of "The Assistant General Manager (P & E) SBI, LHO, Patna" and payable at Patna, failing which the offer will be treated as cancelled.

- a Successful bidder will have to deposit **25% of the accepted tender sale** price within **seven (07) days** from date of generation of intimation letter on GeM portal, failing which the order is likely to be cancelled.
- b Remaining **75%** will be deposited within **15 days** and take away the e-Wastes within **30 days of order**. If there is default in this payment, Bank reserves the right to forfeit the 25% Security Deposited (SD) as well as to cancel order.

9. The GST Number of State Bank of India LHO Patna is **10AAACS8577K2Z3**

**For and behalf of State bank of India**

(Annexure – I)

**LIST OF E-WASTE ITEMS – ONE LOT: -**

| S. No.       | Description             | Quantity (in numbers) | Price per unit (in rupees) | Total Value (in rupees) |
|--------------|-------------------------|-----------------------|----------------------------|-------------------------|
| 1            | CPU                     | 112 nos.              | Rs 1501/-                  | Rs 1,68,112/-           |
| 2            | MONITOR                 | 99 nos.               | Rs 1000/-                  | Rs 99,000/-             |
| 3            | PRINTER                 | 25 nos.               | Rs 390/-                   | Rs 9,750/-              |
| 4            | PRINTER EMPTY CARTRIDGE | 100 nos.              | Rs 40/-                    | Rs 4,000/-              |
| <b>TOTAL</b> |                         |                       |                            | <b>Rs 2,80,862/-</b>    |

### **TERMS AND CONDITIONS OF THE TENDER**

1. Bids should be submitted in the enclosed prescribed proforma (Annexure-II). The following documents are to be furnished by the recycler as per the tender documents.

**(i) The vendor/recycler should be an authorized recycler by the State Pollution Control Board or Pollution Control committee as per the guidelines of the Central Pollution Control Board for disposal of e-Waste.**

The recycler shall comply with the E-Waste (Management) Rules, 2022 and its amendment time to time, notified under the Environment (Protection) Act 1986 by appropriate Government.

(ii) Tender Document should be Signed and stamped by the vendor/bidder and scanned copy to be uploaded in the GeM portal.

(iii) Signed and scanned copy of appropriate value of valid registration certificate, PAN and Tender acceptance letter.

1.1 Bids are invited only from the Recyclers/ vendors of e-Waste having valid authorized certificate from the State Pollution Control Board, dealing with e-Waste. The bids received from other firms / vendors/ recyclers other than, authorized by state Pollution Control board, will be summarily rejected.

1.2 The e- Waste should be removed by the successful bidder on "as is where is" and "no complaint basis" within five days from the receipt of order after depositing the full Bid amount in the form of the Demand Draft drawn in favour of **"The Assistant General Manager (P & E) SBI, LHO, Patna "** and payable at Patna.

1.3 The inspection of the Material should be done carefully by the prospective bidder OR their representatives in the office **between 10:00 A.M to 4:00 P.M.** on dates as per the GeM portal and queries raised to the concerned officer at the time of inspection. No further clarifications shall be given after the above inspection.

1.4 No damage should be caused to the existing property of the State Bank of India" or the Govt. while removing the e-Waste from the sites. Any loss/damage to the State Bank of India" or injury or personal accident suffered by any person due to negligence action of the successful bidder or his representative will have to be indemnified by the successful bidder.

1.5 The e-Waste will be removed under the supervision of designated officer(s) of the State Bank of India". The e-Waste will have to be removed with in time stipulated in the order awarding disposal of e-Waste to the successful bidder. No extension of time Will be given under any circumstances.

1.6 The successful bidder will have to remove all e-Waste listed.

1.7 The Recycler should possess sufficient insurance policies for the personal of the Recycler who will enter State Bank of India, LHO, Patna premises for Collection & lifting of e-Waste against any accident or mishap. State Bank of India will not be held responsible for any accident during lifting of material by Vendors from the Bank's premises

1.8 The ownership of the equipment classified as e-Waste remains with the Bank until full and final payment of Bid amount made by the successful Vendor.

1.9 The Recycler shall indemnify the Bank against any legal liability arising out of any breach of provisions of e-Waste management rules under environmental laws and any improper handling, transportation accident or disposal of E-Waste

1.10 The Recycler shall ensure eco-friendly disposal of e-Waste in accordance with e-Waste management rules under environmental laws.

1.11 In the event of any delay beyond the stipulated period for lifting or disposal of e-Waste, or in case of any breach of the prescribed disposal norms or terms and conditions of the tender, the Bank reserves the right to impose a penalty and/or recover such amount as deemed appropriate without prejudice to any other legal remedies including calling for fresh tender.

1.12 The personnel engaged by the Recycler and deployed by him at the Bank premises will be in no way be deemed as working under employment of the Bank and there shall not exist any employer- employee relationship between the Bank and the Recycler, or his personnel deployed by him.

1.13 Any disputes arising out of or in connection with this tender shall be governed by the laws of India and the Courts at Delhi shall have exclusive jurisdiction to decide such disputes.

1.14 All the bidders shall ensure compliance with the provisions contained in e- Waste handling guidelines issued by the Government, time to time for its disposal/recycling in an environment friendly manner.

1.15 The State Bank of India reserves the right to accept or reject any or all the tenders.

1.16 Notwithstanding anything contain elsewhere in this tender documents/ annexure, the Bank shall reserve its right to terminate/cancel the tender process at any stage at its discretion without assigning any reasons whatsoever and the Bank shall not be liable to pay compensation to anyone in such case.

**(ANNEXURE-II)****DETAILS OF THE APPLICANT (S)**

| Sl No | Description                                                                |         |
|-------|----------------------------------------------------------------------------|---------|
| 1     | Name of the Individual/ Firm/ Company/ HUF                                 |         |
| 2     | Country of Incorporation/ Nationality (as applicable)                      |         |
| 3     | Address (In full) with Pin Code                                            |         |
| 4     | Telephone No. including Mobile No.                                         |         |
| 5     | e-mail ID:                                                                 |         |
| 6     | Whether the applicant has a valid Digital Certificate/ Signature           | Yes/ No |
| 7     | Year of Establishment of the company/ firm (Date of birth for individuals) |         |
| 8     | Constitution of the Firm/ Company (Enclose proof)                          |         |
| 9     | Name of Proprietor/ Partners/ Associates/ Directors                        |         |

|    |                                                                                                                                                                       |                |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 10 | Details of Authorised Signatory of the Bidder<br>(a) Name<br>(b) Designation<br>(as applicable)<br><br>(c) Address<br><br>(d) Mobile/Telephone No. (e) E-mail Address |                |
| 11 | Details of PAN (enclose a copy)                                                                                                                                       |                |
| 12 | Pollution control board authorization letter<br>number details.<br><br>a) Authorisation no.<br>b) Date of issue<br>c) valid up to                                     | a)<br>b)<br>c) |
| 13 | Details of GST (enclose a copy)                                                                                                                                       |                |

**Note:**

1. Please fill the details in column as per document and do not write attached/enclosed.

Place:

Date:

Signature and Seal of bidder

**ANNEXURE-III**

**CERTIFICATE BY THE RECYCLER FOR SAFE RECYCLE/DISPOSAL OF E-WASTE**

**Client Name: State Bank of India**

**Date:**

Address

**Subject: Certificate of Safe disposing of e-Waste**

This is to certify that < Name of the Recycler > has collected the items as per Annexure I from State Bank of India, Local Head Office, Patna on < Date >.

**Total Safety disposed (in Metric Tonnes): \_\_\_\_\_**

Thanking You.

Signature

Name

For (Name of the Recycler)

**ANNEXURE-IV****LIQUIDATED DAMAGES AND PENALTIES**

| <b>Description</b>                             | <b>SLA Measure</b>                                                                                                                                       | <b>Liquidated damages</b>                                                                                                                              |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| To pick up e-Waste from the Bank's location    | Number of weeks delayed beyond the delivery period mentioned in Scope of work ( <b>30 days</b> from date of creation of intimation letter on GeM portal) | 0.5% for each week of delay of the total value of order to dispose eWaste subject to a maximum of <b>5% of the amount of order</b> to dispose e-Waste. |
| To provide degaussing Certificate to the Bank. | Number of weeks delayed beyond that mentioned in Scope of work ( <b>30 days</b> from date of issuance of order)                                          | 0.5% for each week of delay of the total value of order to dispose eWaste subject to a maximum of <b>5% of the amount of order to dispose e-Waste.</b> |

For the purpose of calculation of liquidated damages/penalty, part of a week will be considered as full week.

Place:

Date:

Signature and Seal of bidder

**ANNEXURE-V**

**Letter of Bid and Intent**

[On Letter head of the Bidder including full postal address, telephone No.,  
Fax No. and E-mail ID) (as applicable)]

Date:

To  
The Assistant General Manager (P & E)  
State Bank of India  
8TH FLOOR, LOCAL HEAD OFFICE,  
WEST GANDHI MAIDAN,  
PATNA - 800001

Sub: **Tender/Auction for Disposal of e-Waste**

Dear Sir,

I/ We refer to your advertisement inviting bids for disposal of disposal of e waste through forward auction as per the **State Pollution Control Board**.

I/ We have read and understood the contents of bid document and the advertisement and wish to participate in the above e-waste disposal process for this purpose:

2. I/We propose to submit my / our bid [for and on behalf of (Insert Company Name here)].

i) The Bid documents as per the formats, indicated hereinafter duly signed by us, which satisfy the eligibility criteria, are enclosed.

ii) The Technical Bid comprises the following:

- a) Duly signed Bid Document (by an authorized representative of the Bidder);
- b) DD No. \_\_\_\_\_dt. \_\_\_\_\_towards earnest money deposit
- c) Duly stamped and executed Power of Attorney.
- d) Copy of PAN Card
- e) Copy of GST registration

3. I/We further undertake to provide additional information, if any, sought by SBI. SBI and its authorized representatives may contact the following person for any further information: -

Name of the Person:

Address:

Mobile/Phone No.:

E-mail:

3. I/We agree that the SBI is authorized to conduct any inquiries / investigations to verify the statement, documents and information submitted in connection with the Bid.
4. This bid is made with full understanding that:
  - (a) SBI reserves the right to reject or accept any Bid, modify / cancel the bidding process, and / or reject all or any of the Bids.
  - (b) SBI shall not be liable for any of the above actions and shall be under no obligation to inform the Bidder of the same.
5. I/We, declare that the statements made, and the information provided in the duly completed Bid forms enclosed are complete, true and correct in every aspect. I/We understand that, in case any of statement made/ information given by me/us turned out to be false or incorrect, our bid is liable to be summarily rejected without any further correspondence in this regard.
6. I/We have read and understood the terms and conditions of the bid document and I/We/ am/are willing to abide by them unconditionally.

Name \_\_\_\_\_

For and on behalf of

**(Name of Bidder)**

Enclosures: -

1. Duly signed Bid Document (by an authorized representative of the Bidder);

(a) DD No. \_\_\_\_\_ dt. \_\_\_\_\_ towards earnest money deposit

(b) Duly stamped and executed Power of Attorney.

(c) Copy of PAN Card

(d) Copy of GST registration