# State Bank of India

## e-TENDER DOCUMENT
## FOR THE DISPOSAL OF OBSOLETE, UNSERVICEABLE, AND DISCARDED ELECTRONICS EQUIPMENT CLASSIFIED AS E-WASTE, STATE BANK OF INDIA, GLOBAL IT CENTRE, SECTOR-11, BELAPUR, NAVI MUMBAI - 400614,

**GeM TENDOR No._____ Date: _____**

**Name of Bidder:** _____

**Address:**

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PIN ---

**Contact:**
Landline _____
Mobile _____
Fax _____
E-mail: _____

# STATE BANK OF INDIA

**GLOBAL IT CENTRE, BELAPUR, SECTOR-11, NAVI MUMBAI -400614**

# NOTICE INVITING TENDER

## NOTICE INVITING TENDERS FOR DISPOSAL OF E-WASTE

The State Bank of India, Global IT Centre, Belapur, Navi Mumbai invites bids through GeM portal from authorized Recyclers / Reusers / Refurbishers of e-Waste. The Recyclers / Reusers / Refurbishers should be authorized by State Pollution control Board or Pollution Control committee as per the guidelines of the Central Pollution Control Board for disposal of e-Waste.

The old/obsolete material (e-Waste) list (Annexure-I) including old/obsolete computer, keyboards, laptops, printers, cables and peripherals and other items on “as is where is basis”. There is no fee for Tender documents. Manual bids shall not be accepted. Important date of tender-related activities is as under: -

| Sr. No. | Description | Details |
|---|---|---|
| 1. | Available items can be inspected at | Designated places i.e.,<br><br>SBI, GITC, Belapur, Navi Mumbai - 400614 |
| 2. | Contact person | Chief Manager, Estate Department, GITC, Belapur, Navi Mumbai- 400614<br>Mail – admin.estategitc@sbi.co.in<br>Contact - 022-27537415<br>022-27537428; 022-27537446.<br>022-27537427.<br>Mobile - 75099 96850 / 94371 11625 |
| 3. | Published date | As per GeM |
| 4. | Submission of Pre-qualification document Start Date | As per GeM |
| 5 | Submission of Pre-qualification document End Date | As per GeM |
| 6 | Pre-qualification document assessment end date | As per GeM |
| 7 | Pre-bid meeting | 01.08.2026 : 03:00 PM |
| 8 | Location of pre-bid meeting | 1st floor, Estate Department, SBI GITC, Belapur, Navi Mumbai- 400614<br>• Applicants must share name & contact no. of their representatives on email to (agmestate.gitc@sbi.co.in, admin.estategitc@sbi.co.in ) up to 2.00 PM on 31.07.2026. |

| | | |
|---|---|---|
| | | The OTP shall be sent on their mobile no. for meeting & no other persons shall be permitted to attend it.<br>Only two people per bidder are allowed for meeting. |
| 9 | **Inspection of items Date and Time:** Prospective bidders will be allowed to attend pre-bid meeting & inspection E-waste material. Dates for inspection of material will be as under: | |
| | CBD Belapur, Navi Mumbai. | 01.08.2026<br>(during office working hours only) |
| 10 | Forward Auction Start Date and Time | As per GeM |
| 11 | Forward Auction end Date and Time | As per GeM |

2. Tender Fee & Earnest Money Deposit (EMD):

(a) Tender Fee : NIL
(b) Tender EMD way of deposit : Rs 10,00,000/- (Rupees Ten Lacs Only)
(For all Bidders including MSME/Udyam Certificate Holders)
By way of depositing **through NEFT** in account number
(i) SBI TO SBI- A/C no.**37608352111**
Account Name: SYS SUSP BR PARKING A/C- INB
(ii) Other SBI A/C no. **4897932113433**
Account Name: SUBSIDY INWARD REMIT - NEFT/RTGS ACCOUNT
IFSC CODE No.- **SBIN0011343**

**EMD is mandatory to be eligible for all the bidders.**

**3. Eligibility:**

a) Valid authorized certificate from the State/Central Pollution Control Board, dealing with e-Waste (minimum valid till 31.03.2027).
b) GSTIN in the name of the unit/firm of the bidder.
c) PAN in the name of the unit/firm of the bidder.
d) Proof of EMD amount deposit for all bidders (including MSME and Udyam Registration certificate holders).
e) The unit/firm must be audited in last financial year (i.e.2024-25).
f) The unit/firm must process the e-wastes of any Bank/any Dept. of Central Govt/ any State Govt/any PSU at least once in last 3 years.
g) The unit/firm should not have any penalty or pending action initiated by the Pollution control Board.

4. The Earnest Money of EMD in respect of tender must be deposited in the said account on or before the last date and time of submission of pre-qualification document i.e. by 30.07.2026: 05:00 PM). Non-submission of original payment instruments like EMD shall lead to rejection / disqualification of the tender.

(a) EMD of remaining Bidders, except of the qualified bidder, shall be returned after the completion and successful Bidding process and awarding the work to the qualified bidder.

(b) The EMD of the successful bidder shall be returned after the completion of all work and submission to all required certificates.

(c) No interest shall be paid on EMD.

(d) EMD shall be forfeited, in any of the following cases: -

(i) The bidder withdraws its proposal after the tender due date.

(ii) The successful bidder fails to accept LOA within the stipulated period.

(iii) The successful bidder fails to provide all the required certificates within the stipulated period.

5. Minimum Reserve Price for the Bid will be Rs.99,00,000/- + GST as applicable (Rupees Ninety-nine lacs Only Plus GST as applicable). Price quoted below the reserve price will not be considered for award of work / auction. The auction process will be in accordance with all terms and conditions guided by the GeM portal.

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

7. Bid documents may be scanned with 300 dpi with black and white options which helps in reducing file size of the scanned documents.

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

9. Bank may cancel ANY or ALL the bids if it is not found to be fulfilling any of the above condition(s).

10. Bank reserves the right to accept in part or in full or reject the entire bid and cancel the entire tender without assigning any reason there for at any stage.

11. Bank does not bind itself to accept highest or any of the bid.

12. Bank does not make any guarantee of quality of articles available to the buyer.

13. Ensure that all e-waste collected from the Bank should be recycled/dismantled/refurbished.

14. The lifting of the items shall be done without damaging the premises / roads / drains / etc. The buyer shall compensate for the damages, loss, etc., in the event of any occurrence otherwise.

15. No selection or sorting whatsoever of the goods will be allowed. The entire lot should be cleared by getting proper Gate Pass.

Assistant General Manager
(Estate Department)

**Terms and Conditions of the Tender**

1. Prospective bidder should submit/upload following documents for pre- qualification on GeM portal mandatorily:

(i) Bidders must upload the copy of PAN, GST No, audited balance sheet (2024-25) and E-waste Dismantling authorization Certificate / authorization from pollution control board and duly filled along with bid in the GeM Portal. In case the uploaded documents are not readable or the bid cannot be examined, the Bank reserves the right to reject the bid of that firm.

(ii) The bidder should have valid authorization from pollution control board (up to 31.03.2027) and submit copy of the same along with the bid. Bid without valid authorization letter from P.C.B. will be treated as invalid & will not be considered. The original copy of such certificate should be shown to the Bank as and when demanded. Bidders also submit by mode of affidavit as the unit/firm should not have any penalty or pending action initiated by the Pollution control Board.

(iii) Tender Document to be signed and stamped by the vendor/bidder and scanned copy to be uploaded in the GeM portal. Signed and scanned copy of valid registration certificate, PAN, GST No, audited balance sheet (2024-25) and Tender acceptance letter.

(iv) Annexure II, III, IV & V duly signed & stamped.

(v) Proof of the unit/firm must have processed the e-waste of any Bank / any Dept. of Central Govt / any State Govt / any PSU at least once in last 3 years.

(vi) Proof of remittance of EMD.

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

1.2 The e-Waste should be removed by the successful bidder on “as is where is basis” within 21 days (only in the office hours between 11:00 A.M to 5:00 P.M) from the acceptance of intimation letter and deposit the full amount within 7 days from acceptance of the intimation letter by way of transfer or through NEFT/RTGS in account number:

(i) SBI TO SBI- A/C no.37608352111
Account Name: SYS SUSP BR PARKING A/C- INB
(ii) Another bank to SBI A/C no. 4897932113433
Account Name: SUBSIDY INWARD REMIT- NEFT/RTGS ACCOUNT IFSC CODE No.- SBIN0011343

The EMD shall be returned after e-Waste is removed and submission of all required certificates within the prescribed time. The Earnest Money will be forfeited and any loss/damage to the “SBI or third party whatsoever” during collection/shifting will be recovered from the bidder.

1.3 The intimation letter must be accepted by the H-1 bidder within 3 days otherwise the EMD amount will be forfeited. The H-1 bidder shall deposit 100% of the final bid amount in above said account number within 7 days of final bid. The H-1 bidder may start (if interested) the process of degaussing after depositing 25% of the finalized amount and the rest 75 % of finalized amount must be deposited within 7 days of final bid. The E-WASTE purchased by the bidder should be collected within 21 days of accepting intimation letter. The collection and

disposal of the same shall be removed by their own means (Vehicle and Labour etc.) from our site during office hours between 11:00 A.M to 5:00 P.M. only.

1.4 The inspection of the Material should be done carefully by the prospective bidders OR their representatives at our office between 11:00 A.M to 5:00 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.

1.5 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", third party or injury or personal accident suffered by any person due to negligence or action of the successful bidder or his representative will have to be indemnified by the successful bidder.

1.6 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 issue awarding disposal of e-waste to the successful bidder. No extension of time will be given under any circumstances.

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

1.8 The State Bank of India reserves the right to accept or reject any or all the tenders without assigning any reason.

1.9 The successful bidder shall have to furnish an affidavit that the material will be sent to the factory for recycling/dismantling/refurbishing only and shall not be disposed of in any other manner whatsoever.

1.10 The successful bidder of electronic items, at the time of delivery shall give an undertaking that the disposal of these items will be strictly as per norms/ rules laid down by the Government of India and the following "e-waste certificate" will have to be given by the successful bidder of the auctioned equipment as per the timeline.

| Sr. No. | Type of forms | Subject | Submission time |
|---|---|---|---|
| 1. | Form -6 | E-Waste transport manifest | Immediately after lifting the e-waste. |
| 2. | Form – 02 | Maintaining records of e-waste handled/Generated (Quantity in Metric Tons (MT or Kilograms (KG) | Within 90 days of lifting the e-waste. |
| 3. | COD | Certificate of destruction. | Within 25 Days of lifting the e-waste. |
| 4. | Passbook/EPR | Extended producer responsibility certificate | Same day of lifting. |
| 5. | Degaussing Certificate | Certificate of degaussing | Within 25 days of lifting the e-waste. |

1.11 GST of auctioned items will be paid by the buyer and the certificate to this effect may also be submitted in this office along with final payment made to this office.

Assistant General Manager
(Estate Department)

## Scope of Work :

This tender pertains to the disposal of obsolete, unserviceable, electronics & electrical equipment etc. classified as e-waste, accumulated by State Bank of India, GITC, Belapur, Navi Mumbai. The items listed for disposal include but are not limited to desktops, laptops, printers, scanners, photocopiers, UPS units, monitors, server, cables and peripheral accessories, etc. E-waste disposal shall be in the presence of officials from Estate Department, System officer and Security supervisor. The successful bidder shall:

1. Collect, transport, and dispose of the e-waste materials from the designated site(s) on a basis as is-where-is.

2. Ensure compliance with all relevant environmental laws and guidelines issued by the Central/State pollution Control Boards concerning e-waste recycling and disposal time to time.

3. Provide all necessary manpower, tools, transport and documentation required to carry out the disposal activity in a safe, efficient, and environmentally responsible manner.

4. Submit appropriate recycling/disposal certificates for all collected items within the stipulated times as mentioned earlier.

5. Complete the lifting of materials within 15 working days (Only in the office hours) from the date of issue of work order/auction award.

6. Bear full responsibility for any damage caused to Bank's/government property during the collection or transportation process.

7. Ensure the site is left clean and free of debris post-disposal.

8. Bidder must ensure the degaussing of data storage devices which are identified as e-waste and hammering of data storage devices before lifting the items from premises and must provide the certificate of the same.

9. Any claim irrespective of nature or raised by any local unions will be handled by the bidder at their own.

Assistant General Manager
(Estate Department)

| E-WASTES AVAILABLE AT BELAPUR LOCATION | | | | | Annexure-I |
|---|---|---|---|---|---|
| **Sr. no.** | **ITEMS** | **No of Items** | **Sr. no.** | **ITEMS** | **No of Items** |
| 1 | Server | 268 | 46 | Tape drive without hard disk | 1 |
| 2 | Tape library | 12 | 47 | Telephone | 119 |
| 3 | Server without hard disk | 8 | 48 | fan | 1 |
| 4 | Monitor | 862 | 49 | server cpu | 1 |
| 5 | Desktop | 138 | 50 | biometric | 2 |
| 6 | Keyboard | 642 | 51 | Laptop | 17 |
| 7 | CPU | 556 | 52 | Extension board | 1 |
| 8 | Printer | 39 | 53 | AC Cassete | 5 |
| 9 | Mouse | 384 | 54 | AC Split Inter | 2 |
| 10 | Hard Disk | 3090 | 55 | AC Split outer | 2 |
| 11 | Speaker | 133 | 56 | Acess Point (Wifi) | 1 |
| 12 | SMPS | 3 | 57 | Amplifier | 4 |
| 13 | Load Balancer | 18 | 58 | Catridge | 2 |
| 14 | Switch | 183 | 59 | Coller mic | 1 |
| 15 | Switch without hard disk | 22 | 60 | Controller | 4 |
| 16 | SAN Switch | 4 | 61 | Dongle | 1 |
| 17 | Rack-storage | 3 | 62 | Door Frame Metal Detector (DFMD) | 2 |
| 18 | Rack | 22 | 63 | DTH | 1 |
| 19 | Device | 1 | 64 | DVR | 3 |
| 20 | PSU | 1 | 65 | EPBAX | 3 |
| 21 | Cable Box | 42 | 66 | Exchange | 3 |
| 22 | Router | 11 | 67 | Extension Card | 4 |
| 23 | Poweredge | 1 | 68 | Hand Held Metal detector(HHMD) | 61 |
| 24 | Storage Controller | 18 | 69 | Hand micsHDMI Cables | 21 |
| 25 | Module | 112 | 70 | HDMI Splitter | 4 |
| 26 | WAF | 3 | 71 | Mic Mixer | 1 |
| 27 | SFP | 12 | 72 | Mic receiver | 2 |
| 28 | Firewell | 8 | 73 | Micro Oven | 1 |
| 29 | UPS 40KVA | 2 | 74 | Modem | 3 |
| 30 | UPS 200KVA | 2 | 75 | POE Switch | 2 |
| 31 | SAS | 818 | 76 | Power Adapter | 9 |
| 32 | Clock | 1 | 77 | Projector Screen | 1 |
| 33 | SSD | 116 | 78 | PTZ Camera | 3 |
| 34 | Hard Disk Cashing | 66 | 79 | Siren Metallic | 1 |
| 35 | Pannel | 2 | 80 | Smoke detector base | 220 |
| 36 | LCD TV | 1 | 81 | Smoke detector with base | 70 |
| 37 | Xerox machine | 3 | 82 | Switcher | 1 |
| 38 | POS Device | 21 | 83 | Table Microphone | 38 |
| 39 | Storage | 1 | 84 | Telepresence | 2 |
| 40 | Storage without hard disk | 13 | 85 | Thermometer (Covid) | 12 |
| 41 | HDD Desktop without hard disk | 48 | 86 | Touch Pannel | 1 |
| 42 | CPU WITHOUT HARD DISK | 609 | 87 | Transmitter | 4 |
| 43 | Line cards | 135 | 88 | VC Device | 3 |
| 44 | computer cable | 75 | 89 | Walky-Talky | 2 |
| 45 | computer power cable | 72 | 90 | TV | 6 |
| | **TOTAL** | **8581** | | **TOTAL** | **648** |
| | | | | **Grand Total** | **9229** |

**** Quantity of items is indicative.**
**Final count at the time of disposal may vary.**

Assistant General Manager
(Estate Department)

**Annexure-II**

## PUBLIC AUCTION NOTICE

## (UNSERVICEABLE / OBSOLETE IT ARTICLES AVAILABLE AT STATE BANK OF INDIA)
## APPLICATION FORM

| Sr. No. | Details required | Response |
|---|---|---|
| 1 | Name of Firm/Bidder | |
| 2 | Constitution of bidder (Proprietor, Partnership firm, Private/Public limited) | |
| 3 | Address | |
| 4 | Contact Number | |
| 5 | Mail ID | |
| 6 | PAN of Business (Please attach copy of PAN Card) | |
| 7 | GSTN Number (Please attach copy of GSTN certificate) | |
| 8 | E-Waste authorisation certificate issued by Govt Authority with validity. | |

**Declaration:** I have thoroughly examined and understood all the terms & conditions as contained in the Public Auction Notice/BID and its annexure and agree to abide by them. I hereby declare that all the information in the application given are true and correct. No information has been hidden by me. However, any of the information given above is found incorrect, I would be held responsible for that, and I assure legal/ penal actions may be taken against me and my bid may be cancelled. For this I would not have any objection. I agree to follow all the terms and conditions mentioned in Public Auction notice/BID.

Place: Signature:

Date: Name of Bidder:

**Annexure III**

## CERTIFICATE DECLARATION REGARDING BLACKLISTING / NON-BLACKLISTING

I /We Proprietor / Partner (s) / Director (s) of M/S ..... hereby declare that the firm/ company namely M/S ..... has not been blacklisted or debarred in the past by any organization from taking part in Government tenders. The unit/firm also does not have any penalty or pending action initiated by the Pollution control Board.

**Or**

I / We proprietor / partner (s) / Director (s) of M/S
. ..... hereby declare that the firm/ company namely blacklisted or debarred by any or Government Department…… from taking part in Government tenders for a period of ..... years w.e.f ..... The period over on ..... and now the firm/ company is entitled to take part in Government tender.

In case the above information is found false, I / we are fully aware that the tender/ contract will be rejected / cancelled by State Bank of India, GITC, Belapur, Maharashtra and any amount with the bank shall be forfeited. In addition to the above, State Bank of India, GITC, Belapur, Maharashtra will not be responsible to pay the bills for any completed/ partially completed work.

Signature: .....
Name:.....
Capacity in which as signed: .....
Name & address of the firm:.....
Seal of the firm should be affixed.
Dated:
Signature of Bidder with seal

**Annexure IV**

**Client Name: State Bank of India** **Date:**

**Address:**

**Subject: Certificate of Safe Destruction of Data from Hard Dis(s)/Storage Media(s) with pick up reference No.**

This is to certify that < Name of the Recycler> has collected ---------- number of Hard Disk(s) /Storage Media(s) from State Bank of India on < Date > through pick up number < > and client reference number< >.
The data from these Hard Disk(s)/Storage Media(s) has been securely destroyed using < Type of Destruction> And the data cannot be recovered by any means.

Thanking you.

Signature

Name

For (Name of the Recycler)

**Annexure-V**

**TENDER ACCEPTANCE LETTER**

**(To be given on Firm/ Company Letter head)**

To
The State Bank of India
GITC, Belapur, sector-11
Navi Mumbai - 400614

SUB: - ACCEPTANCE OF TERMS & CONDITIONS OF TENDER

Tender Reference No. _____
Name of the Tender/ work: _____

Dear Sir,

I/we have downloaded /obtained the tender document(s) for the above-mentioned Tender/Work from the GeM portal as per your floated tender.

2. I/We hereby certify that I/ we have read the entire terms and conditions of the tender documents from page No.1 to page No.3 (including all documents like Terms and Conditions, scope of works, Annexure(s), Schedule(s) etc.), which forms are part of the contract agreement and I/We shall abide hereby by the terms/ conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your organization too has also been taken into consideration, while submitting this acceptance letter.

4. I/We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) in its totality/entirely.

5. I/We hereby declare that our firm/company has not been backlisted /debarred by any Govt. Department, Public Sector undertaking. I/We also declare that our firm/ company has not been involved in bankruptcy nor any case pending in any court of law. My/our unit/firm should not have any penalty or pending action initiated by the Pollution control Board.

6. I/We are e-Waste Recyclers / Reusers / Refurbishers duly authorized by the State Pollution Control Board.

7. I/We certify that all information furnished by my/our firm/company is true and correct and in the event that the information is found to be incorrect/ untrue/false or found violated, then your organization shall without giving any notice or reason thereof 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)