



INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY, DELHI (IIIT-DELHI)
Okhla Industrial Estate, Phase III New Delhi 110020 (Tel No 011-26907400, Website: www.iiitd.ac.in)

Subject: Notice Inviting Tenders (NIT) for the disposal of E-Waste (Electric/Electronic) condemned Non-Consumable Equipment's / items.

The Indraprastha Institute of Information Technology Delhi was created as a State University by an Act of the Government of NCT of Delhi.

Sealed two bids are invited according to the prescribed tender documents attached with this letter for the disposal of E-Waste (Electric/Electronics) condemned Non-Consumable Equipment's /items. Interested parties /firms in Delhi & NCR, who are authorized by DPCC to recycle & refurbish of E-Waste items as scheduled-1 of E-waste Management under rules 2022.

All amendments/information with respect to this Tender will be unloaded on the Website <https://www.iiitd.ac.in/tenders> and All Tenderers are, therefore, advised to visit the website regularly for updates.

S. No.	Description	Details
1.	Available Items can be inspected at	Designated places in IIIT-DELHI, Okhla Industrial Estate, Phase III New Delhi 110020
2.	Bid Documents Download Start Date	18.11.2025
3.	Bid Submission Start Date	18.11.2025
4.	Inspection of items date and time	24.11.2025 to 01.12.2025
5.	Last date and time for submission of tender	08th December, 2025 at 03:00 PM. (tender deposit in the Tender Box kept in 1 st Floor, A-108 of Old Academic Block of the Institute)
6.	Date and time of bid opening of Technical Bids	08th December, 2025 at 03:30 PM
7.	Date and Time of the opening of Financial Bids	Only those tenderers who have submitted the required documents as prescribed in the tender document will be considered for opening of the Financial Bid. The date and time for the same will be decided later
8.	Address for communication & submission of tender documents and opening of technical bid	Registrar, IIIT-DELHI, Okhla Industrial Estate, Phase III New Delhi 110020
9.	Earnest Money Deposit:	Rs. 10,000/- (Rupees Ten thousand only) is to be submitted with tender document as earnest money. The above payment shall be made in the shape of deposit at pay order/demand draft of a scheduled bank issued in favour of "IIIT Delhi Collections" payable at New Delhi
10.	Contact No & Email ID	Email ID: admin-purchase@iiitd.ac.in no-01126907561/565/563

Before the last date of submission of Tender/Bid. Non-submission of original payment instrument like EMD shall lead to rejection of the tender.

- a) MSME/Startup Certificate holders are exempted from submission of EMD. Copy of Valid certificate must be uploaded with technical bid.
 - b) EMD of remaining Bidders, except of the first bidder (L1), shall be returned after issuance of Letter of Award to the Successful Bidder.
 - c) The EMD of the First Highest Bidder (Successful Bidder) shall be returned after the finalization of the tender.
 - d) No interest shall be paid on EMD.
 - e) EMD shall be forfeited, in any of the following cases:
 - i) The Bidder withdraws its.
 - ii) The Successful Bidder fails to accept LOA within the stipulated period.
1. The tender must be valid for acceptance for a period of 90 days from the Technical Bid Opening Date.
 2. IIITD reserves the right to accept or reject or cancel or relax any part or whole of the tender documents, without assigning any reason(s) thereof.
 3. Bids will be opened as per date/time as mentioned in the Tender Date Sheet.

How to submit

The Tenders are invited on Two Bid System i.e. The Bidder/Tenderer is required to put Technical Bid in sealed **Envelope No. A** along with documents and Financial Bid in sealed **Envelope No. B**. Technical Bid and Financial Bid should be clearly super scribed on the respective envelopes. The Bidder/Tenderer is required to clearly indicate on these sealed envelopes their name, address and contact details.

Both the sealed envelopes i.e. **Envelope No. A** "Technical Bid" and **Envelope No. B** "Financial Bid" should be kept in a big **Envelope No. C**. This sealed envelope super scribed as "Disposal of E Waste (Electric/Electronic) condemned Non-Consumable Equipment's /items." addressed to Registrar, IIIT- DELHI, Okhla Industrial Estate, Phase III New Delhi 110020, shall be deposited in the Store and Purchase Dept. at A - 108, First Floor, Old Academic Block IIITD, New Delhi,

Registrar

Terms & Conditions of the Tender

- 1 The interested bidders are required to submit the bids in sealed cover bearing the words 'Disposal of condemned e-waste non-consumable equipment/item' containing following documents:
 - (i) Bids may be submitted in the enclosed prescribed Performa (**Annexure-1**), along with authorization letter issued by DPCC should be attached with quotation in reference of E-waste management under rule 2022, for schedule -1.
 - (ii) EMD.
 - (iii) Copy of appropriate value of valid registration certificate, PAN NO and Tender Acceptance Letter.
 - (iv) Copy of recycler of Authorization of EPR.
 - (v) Financial Bid (**Envelope B**)
- 2 Bids are invited only from Recyclers/ Refurbished of E-waste having an Authorization of EPR and registered with Central Pollution Control Board / Delhi Pollution Control Committee (DPCC) dealing with E-waste etc. & bids received from the firms other than registered will be summarily rejected.
- 3 Material should be removed by the successful bidder on "as is where is" basis within ten days of receipts of order after depositing the full amount in the form of Demand Draft drawn in favour of '**IIIT Delhi Collections**' on any scheduled Bank payable at New Delhi, EMD shall be returned after condemned material is removed within the prescribed time, the Earnest Money will be forfeited and any loss whatsoever occurring due to this will be recovered from the bidder. Full payment in the form of Demand Draft in favor of '**IIIT Delhi Collections**' has to be submitted before taking the delivery of the item.
- 4 The inspection of material should be done carefully by the prospective bidders or their representatives in this office premises between **10:00 A.M to 3:00 P.M** and queries raised to the concerned officer at the time of inspection. No further clarifications shall be given after the above inspection.
- 5 No damage should be caused to the existing property of the IIITD or the Govt. while removing the auctioned articles from the site. Any loss/damage to IIITD or injury or personal accident suffered by any person due to negligence or action of the successful bidder or his authorized worker/ supervisor will have to be indemnified by the successful bidder.
- 6 Goods/Material will be removed under the supervision of designated officer(s) of the IIITD. Materials will have to be removed within the time stipulated in the order awarding disposal of items to the successful bidder. No extension of time will be given under ordinary circumstances. However, extension of time may be granted provided full reasons for causing such delay is given in writing by the successful bidder. Delay, beyond the stipulated time, may entail cancellation of the award. Order and forfeiture of the EMD.
- 7 The successful bidder will have to take away all Condemned listed items and not selectively. No labor charge and transportation charges will be paid by the Institute. It will be bare by the successful bidder (dismantling, cutting etc.)
- 8 The truck/Vehicle will be loaded on working day between **10.00 AM to 3.00 PM**
- 9 All the bidders shall ensure compliance with the provisions contained in E-waste (Management and Handling) Rules, 2022 and guidelines issued by Government from time to time for its disposal/recycling in an environment friendly manner.
- 10 All the materials are offered for sale on "AS IS WHERE IS" basis and where they are stacked. Materials are sold on the assumption that bidders have inspected the same and know what

they are buying, irrespective of whether they have first inspected the materials or not. No complaint shall be entertained in this regard. The material offered for sale can be inspected prior to due date of auction. For inspection of materials other related matters, Bidders may contact Mr. Ajay Kumar (contact No: 011-26907561) in between 10 AM to 3 PM from Monday to Friday.

- 11 Buyers have to inspect the material thoroughly and satisfy themselves about the nature, hazardous/explosive properties, if any, before submitting the bid. In case they come across any material beyond the scope of the description of material, it should be informed to seller.
- 12 It shall be the sole responsibility of the bidders to ensure their safety during the course of inspection of the items proposed to be condemned. The hospital shall in no way be responsible for any loss/injury caused to them, including representatives of the bidders.
- 13 The bidder must ensure the necessary compliance regarding disposal of bio-hazardous items.
- 14 The rates must be quoted inclusive of all applicable taxes, duties and other levies.
- 15 The purchaser shall ensure that his workmen do not loiter around within the stores area of IIITD. They shall not touch any material except that material shown to them. If any of his workmen is even found violating these restrictions, the purchaser shall be responsible for making good the loss to the owners on which their decision shall be final and binding.
- 16 The Institute of the materials reserves the right to withdraw at any stage the sale of the item, even after issue of sale Order/ Delivery Order. The Institute will not be bound to assign any reason or details thereof. Value of the materials so withdrawn, if any, and paid by the buyer will be refunded. The Institute will however, not be responsible for any damage, loss, direct or consequential compensation whatsoever to the buyer nor for payment of any interest.
- 17 In the event of selection as successful buyer, the buyer will ensure that the payment will be paid within a maximum of 10 working days of receiving of 'Letter of Offer/Work order '. The collection of auctioned goods will be permitted only after deposition of the entire amount. The payment may be paid in the form of A/C payee demand draft/Bankers cheque in favour of **"IIIT Delhi Collections"** New Delhi and payable at New Delhi.
- 18 In the event of being selected as the successful buyer, failure to deposit the amount of sale value within 10 days will result in initiation of blacklisting proceeding against the bidder.
- 19 In the event of selection as successful buyer, the buyer will assure to remove the articles from the institute premises within 10 days after depositing the entire bid amount by their own transport arrangement labour from the places where the item has been stacked and will accept that this institute will not be responsible for the security of these articles in the auction after above said period.
- 20 The IIITD reserves absolute right to discontinue/terminate this process at any time /at any stage, without assigning any reason thereof.
- 21 The quantity of materials/items often fluctuates during the e-scrap disposal process.

UNDERTAKING

1/We undertake that I/we have carefully studied all the terms and conditions mentioned above and agreed to the terms and conditions of the IIITD, New Delhi and shall be abide by us. I/We further declare that I/my firm has not been blacklisted by any Government Institute at present or in last three years.

(Signature of the bidder)
Name and Address (with seal)

**PROFORMA FOR FURNISHING BIDS FOR PURCHASE OF UNSERVICEABLE/ CONDEMNED
ELECTRONICS & OTHER ITEMS OF IIITD**

1. Name & Address of the Firm:
2. Name of the Contact person:
3. Telephone Numbers (O):
(R):
(M): FAX:
4. PAN No.:
5. GST No.
- 6.
7. Details of EMD enclosed:
DD/Pay order No:
Date:
Amount:
8. Registration No. with Central Pollution Control Board/Delhi Pollution Control Committee/
Pollution Control Board/agency of a State Government.
(Self-attested of registration certificate to be submit with bids should be attached)
9. Validity Period: From: To:
10. ID Proof of the Authorized Person of the bidding firm (specify) -
(Self-attested copy of Aadhar Card or Driving License or Voter ID or Passport to be enclosed)
11. Total amount quoted for items in **Annexure-III**
12. Declaration by the bidder:

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves abide by them.

(Signature of the bidder)

Name and Address (with seal)

**TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)**

To, _____

Subject: 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 web site(s) namely:

_____ as per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedules(s), etc.), which form 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 department/organization too have 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)/ Corrigendum(s) in its totally/entirely.

5. I/We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department Public Sector undertaking. I/We also declare that our Firm has not been involved in bankruptcy nor any case pending in any court of law.

6. 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 treason 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)

Pro-forma for Financial Quote

Air Conditioner

Sr. No.	Items	Quantity	Total Amount
1	Tower AC (2 Ton)	02	
2	Split AC (2 Ton)	27	
3	Hi-Wall Units – Midea Wall Mounted (400 CFM / 1 Ton)	24	

Electrical Items

Sr. No.	Items	Quantity	Total Amount
1	T5 28-watt	175	
2	T5 14 -watt	143	
3	T5 18-watt	60	
4	T5 Fitting 10-watt	40	
5	CFL Light 09-watt	20	
6	LED Bulb 09-watt	45	
7	Pole light 20w Make -(Oppl)	20	
8	CFL 2 Pin-10 watt	300	
9	Ballast	450	
10	Celling fan.	17	
11	Wall fan	8	
12	Exhaust fan	17	
13	AA Battery	300	
14	14x4 Panel light 2x2	47	
15	Geyser Element	5	
16	Pressure Gauge.	8	
17	Butterfly Valve 100mm	2	
18	Feeder Capacitor	16	
19	Down Celling light fitting	250	
20	Energy Meter	7	
21	MCB Single Pole	10	
22	MCB DP 2 Pole	12	
23	MCB TP 3 Pole	4	
24	MCB TPN 4 Pole	14	
25	TAP Indicator	3	
26	Pole light 70 watt	90	
27	Flood light havells & Bajaj 400 Watt	9	
28	High Mast 800 watt	33	
29	RO Filter	35	
30	CT	8	

31	Lift Blower Fan	5	
32	Ups 600 VA/Numeric (Digital 600EX)	4	
33	Smoke Detector	72	
34	Fire Smoke Detector Base	68	
35	Fire Hooter	32	
36	Fire Discharger pipe Damage (Water type)	9	
37	Fire Discharger pipe Damage (ABC type)	19	
38	Co2 Discharge Horn	7	
39	Co2 Discharge Pipe	3	

Kitchen Equipment's

Sr. No.	Items	Quantity	Total Amount
1	Sink Table	1	
2	Benberry	1	
3	Rice Boiler	2 (Square Shape)	
4	Grinder	1	
5	Roti Tawa	2	
6	Mini Benberry	1	
7	Big Rice Boiler	2 (Round Shape)	
8	Double Door Freeze	1	
9	Deep Freezer	1	
10	Water Dispenser	1	
11	Dough Mixer Machine	1	
12	Soup Boiler	1	
13	Weight Machine	1	
14	Oven	1	
15	Notice Board	1	
16	Plates	1	
17	Salad Cutting Machine	1	
18	Roti Maker	1	