

**OFFICE OF THE INSPECTOR GENERAL FTR HQ BSF**

**MEGHALAYA**

**“Notice Inviting Tender”**

**Disposal of**

**Obsolete / Unserviceable / Old**

**Electronics / IT Equipment**

**of**

**IG HQ BORDER SECURITY FORCE, MEGHALAYA**

**GOVERNMENT OF INDIA**

Tender No. Auc/e-Waste/IT/FTR-MEGH/2024/ 219  
23 April 2024



**BORDER SECURITY FORCE**

**(BSF)**

**OFFICE OF THE INSPECTOR GENERAL  
FTR HQ BSF MEGHALAYA, UMPLING, SHILLONG,  
EAST KHASI HILLS, MEGHALAYA -793006,  
INDIA, PH-0364-2951016**

## **NOTICE INVITING TENDER**

On behalf of President of India, office of the Inspector General, FTR HQ BSF Meghalaya, Government of India, invites sealed bids under two bid system i.e. technical and commercial are invited from the registered Recycler / Preprocessors of E-waste with MOEF / Central Pollution Control Board / Meghalaya Govt. for auction of old / obsolete / used Desktop Computers, UPSs, Printers, Servers, Networking Equipment's, Scanners, Multimedia Projectors, Laptops, etc. on "As is where basis".

### **A. General:**

1. Tender document can be downloaded from the website

(<https://www.bsf.gov.in/@frontiermeghalaya/tenderauctions.html>)

2. **Details of Bid:-**

- |  |   |
|--|---|
| i) Bid reference   | : Tender No. Auc/e-Waste/IT/FTR-MEGH/2024/ <u>219</u>   |
| ii) Last date & time of bid                                  | : 30 days period after published  |
| iii) Opening of technical bid                                | : To be communicated separately.  |
| iv) Place of receiving the bid/<br>Address for communication | : Office of the Inspector General<br>FTR HQ BSF Meghalaya,<br>Shillong, Umpling, East<br>Khasi Hills Meghalaya-793006, INDIA<br>Ph- 0364-2951016/18 |
| v) Tender fee  | : Nil   |
| vi) EMD (2%)   | : Rs. 15,000/- (Rupees Fifteen Thousand) only<br>(DD/Bank Cheque)   |
| vii) Pre-bid meeting / date of<br>Inspection                 | : Within three weeks after publishing of<br>Tender notice   |

### **B. Contact person**

: DC(Comn & IT) FTR HQ BSF Meghalaya  
Shillong, Umpling, East Khasi Hills  
Meghalaya-793006, INDIA  
eMail ID: [shgfr@bsf.nic.in](mailto:shgfr@bsf.nic.in)  
Ph- 0364-2951016/18

### **C. Eligibility / Qualification Criteria:**

- i) The bidder shall have to be registered as per e-wastage rules with ministry of Environment & Forest / Central pollution control board / Meghalaya Pollution Control Committee (MPCC) under Meghalaya Govt. Document on registration and validity of authorization shall be submitted with the bid. Agencies without having above registration and authorization will be not allowed to participate in the bid.
- ii) The bidder shall have to provide services required at Umpling, Shillong, East Khasi Hills, Meghalaya.
- iii) The firm may enclose sufficient documents regarding execution of Government work order specifically disposal of e-waste.





- iv) All bidders must enclose GSTN registration / service tax registration certificate along with the tender documents.

**D. Period of validity of bid:-**

The bid shall remain valid for 180 days after the date of bid opening. If any bidder withdraws his/her tender before the said period shall without prejudice to any other right or remedy, be at liberty to forfeit the Bid Security absolutely.

**E. General Terms and Conditions:**

- i) The bidders may inspect the items on predetermined date and satisfy themselves about the items they are bidding for, as the items condition is on **"As is where is basis"**.
- ii) The items shall be sold to the **highest price** bidder.
- iii) The earnest money deposit of the successful bidder shall be adjusted in the bid forthwith. The EMD of unsuccessful bidders shall be returned within one month of the auction date, **without any interest**.
- iv) No items, once disposed to the successful bidder, shall be taken by Border Security Force.
- v) The successful bidder has to make full balance payment in the form of Demand Draft in favour of Inspector General, FTR HQ BSF Meghalaya, Shillong Umpling, East Khasi Hills Meghalaya-793006, India, within 7 (Seven) days after confirmation, failing which the offer will be cancelled and EMD shall forfeited.
- vi) Earnest Money Deposit (EMD) of Rs. 15,000/- (Rupees Fifteen Thousand) only must accompany with each quotation. This shall be in the Demand Draft / BC of any Nationalized / Scheduled Bank drawn in favour of Inspector General, FTR HQ BSF Meghalaya, Shillong Umpling, East Khasi Hills Meghalaya-793006, India without which the tender shall be summarily rejected. Cheque / money order / cash will not be accepted. The tender fee & EMD deposit shall not attract any interest.
- vii) The successful bidder shall be required to lift all the items from the disposal site to its premises within 7 (seven) days after the payment of the quoted amount (EMD amount will be adjusted with the quoted value). On failure to do so, DIG (Comn), FTR HQ, Meghalaya shall have the right to forfeit the entire amount of the bidder and dispose the items to alternate bidder.
- viii) The total price should be inclusive of all Misc charges like transportation, labour or any other expenses etc. as all above items are interlinked to each other therefore no comparison of consolidate price of all items.
- ix) Each page of tender document should be signed by bidder(s).
- x) Incomplete and unsigned quotations are liable to be rejected.

Total quotation price will be on letter head of the firm as per **Annexure 'A'**.



- xii) List of obsolete items are attached as **Annexure 'B'** and items wise price quotation format as **Annexure 'C'**.
- xiii) The detail list of items may be referred while submitting the bid. However if there is any deviation in model / make as per the list, than the actual model of the items will be final. No claim for this will be considered.

**F. Bidding Procedure:**

- i) Bids are invited in two bids systems, (1) Technical and (2) commercial, which shall be sealed separately in a single sealed envelope.
- ii) Sealed bids shall be received, not later than 14 May up to 4.00 P.M. No bid will be accepted after this date & time under any circumstances. This Office will not responsible for any postal/courier delay and also for reasons beyond the control of this office.
- iii) Technical Bids must contain the EMD for specified amount, alongwith complete technical details as desired by this tender and signed documents in all pages. The commercial Bid must contain **Annexure A, Annexure C duly filled and in sealed condition**. First technical Bids of all the tenders will be opened on pre scheduled date, time & venue. Technical Bids without EMD will be summarily rejected. Requirement of EMD is exempted from those Bidders like State/Central PSUs; MSEs.
- iv) The commercial Bids of only successful technical Bids will be opened on scheduled date, time & venue.
- v) All the bids must be accompanied by bid security (EMD) of the amount Rs. 15,000/- (Rupees Fifteen Thousand) only in from a Bank Draft/BC issued by any commercial bank in favour of Inspector General, FTR HQ BSF Meghalaya, Shillong Umpling, East Khasi Hills Meghalaya-793006, India.
- vi) All bids must be delivered to the DC (Comn & IT), C/o Office of the Inspector General, FTR HQ BSF Meghalaya, Shillong Umpling, East Khasi Hills Meghalaya-793006, India.
- vii) All relevant rules and regulation of Government Of India will be final & binding on all Bidders.

**G. Submission of bids:**

- i) The **First Envelope** shall be superscribed with the name of work and the words **"TECHNICAL BID"** in capital letters. The first envelop shall be opened of the date of opening of tender. The bidder should specifically provide full technical details of the registration with **MOEF** (Ministry of Environment and Forest)/**CPCB** (Central Pollution Control Board) Certificate validity etc. no price details shall be given in this envelop. Violation to this would result in invalidation of tender. The Bid Security shall be enclosed with the envelop marked **"Technical Bid"**
- ii) The **Second Envelope** shall be superscribed with the name of work and the words **"PRICE BID"** (COMMERCIAL BID) in capital letters. It shall conditions shall be specifically spelt out.
- iii) Any deviation of any sort e.g. Technical or Commercial terms and condition shall be specifically indicated in the Technical Bid itself.





- iv) Silence or use of the word "Noted" against any of Bid conditions shall mean bidder agrees to comply with that/those condition of bid.
- v) The firms who have submitted the bids and whose offers are found technically suitable shall be informed of the opening date of the second envelop i.e. Commercial Bid.
- vi) All prices and other information in this regard having a bearing on the price shall be written both in figures and words in prescribed offer form.
- vii) The bid should be submitted on the prescribed Bid format given as prescribed in "Bidding procedure" of this document. All columns of the bid form should be filled. Any additional information should be enclosed separately and referred to in the relevant column of the bid form. All relevant product literature must be enclosed with bid.
- viii) No bid may be modified subsequent to the deadline for submission.
- ix) Bidders shall furnish clause-by-clause commentary on all clauses of Bid Document including Technical Specifications.
- x) The date of opening the Bid will be communicated separately.

**H. Opening of Bids:**

- i) The purchaser will open the technical bid after scheduling time, and venue in the presence of the bidder's representatives who choose to attend.
- ii) The bidder's representatives who will be present shall sign in the designated register evidencing their attendance, in the event of the specific bid opening being declared a holiday for the purchaser, the bid shall be opened at the same time and location on the next working day.
- iii) The bidder names, bid withdrawal, security and such other details as the purchase at discretion may consider appropriate will be announced at e bid opening.
- iv) The firm who have submitted the bids and whose offers are found technically suitable shall be informed the opening date of the second envelop i.e. "Price Bid (Commercial Bid)".



**(ON LETTER HEAD OF THE FIRM)**

**TENDER NO. IT/FTR-MEGH/ E-WASTE/AUC/BSF/2024/01**

**SUBJECT: - TENDER FOR DISPOSAL OF OLD OBSOLETE E-WASTE IT ITEMS – 2024**

- **Name and address of the bidder (in capital letter):**
- **E-mail ID:**
- **Telephone number:**
- **Details of EMD:** Name of bank DD/BC No. ....Date..... & Amount in Rs.....

1. I/We declared that I/My representative has inspected the obsolete items as per the list attached (Annexure-B) with tender and am/are interested to purchase the same on “As is where is basis” My/Our offer for the items as given in annexure-C, is given below:-

A. Total Quote Price .....(Rupees.....)

2. I/we have gone through the terms and condition given in the tender document and agree with the same I/We understand that in the event of non-compliance of the terms and condition of the tender my/our EMD shall be forfeited by the Government of India, \_\_\_\_\_
3. I hereby also declare that firm is registered with MOEF/CPCB/Meghalaya Pollution Control Committee (MPCC) under Meghalaya Govt. Meghalaya Govt. as authorized recycler / re-processor and having environmentally sound management facilities for collection, disposal / recycling of e-waste.

**Note:** - Agencies without having above registration and authorization will be not allowed to participate in the bid and the bid will be summarily rejection.

**(Signature of the Bidder)**





**LIST OF ITEMS PROPOSED TO BE AUCTION / DISPOSAL OFF BY**  
**FTR HQ BSF MEGHALAYA**

S/NO.	NAME OF ITEMS	MAKE / MODEL	TOTAL	REMARKS
1.	DESKTOP COMPUTER (CPU ONLY)	HP/COMPAQ/ACER	72	
2.	MONITOR FOR COMPUTER (CRT/LCD/LED)	HP/COMPAQ/ACER/AOC/ASUS/BenQ	87	
3.	LAPTOP (HP)4415/TABLET CM ELITE BOOK 2730(HP)	HP	11	
4.	LASERJET PRINTER (MONO)	HP – 1020/1022N/P-1007/1505N /P-2035/3015	43	
5.	LASERJET PRINTER (COLOUR)	HP	06	
6.	INKJET PRINTER (COLOUR)	CANON-145	01	
7.	DOT MATRIX PRINTER	TVSE/MSP/WIPRO(455XL/445/355/DS15235/1070DX)	30	
8.	SCANNER	HP SCANJET - 5590/ HP FLATBED 2400 & 2410	10	
9.	UPS 1KVA /0.8 KVA/0.65 KVA/0.5 KVA	PULSE TECH/SAMTEK/APC/LI/EMERSON/MICROTEK	91	
10.	SLA BTY 12V-7AHC FOR UPS	EXIDE/INTEX/FRONTEK/PULSE TECH/MICROTEK	206	
11.	SLA BTY 12V-18/65 AHC FOR UPS	EXIDE/INTEX/FRONTEK/PULSE TECH/MICROTEK	42	
12.	EXTERNAL CD/DVD WRITER	HP/OMEGA/LG/ZIPPS	27	
13.	MODEM/ROUTER	D-LINK/ DIGISOL/ TP LINK	11	
14.	24 PORT SWITCH	D-LINK	02	
15.	WEB CAMERA	HP	01	
16.	MULTIMEDIA PROJECTOR	SHARP XR 10XL	01	
17.	SCREEN AND TRIPOD FOR MULTIMEDIA PROJECTOR	-	01	
18.	AIR CONDITIONER	LG WINDOW AC 2 TON	01	
19.	VOLTAGE STABILIZER FOR AIR CONDITIONER	-	01	

22/04/24  
 ASI/RO Sanjoy Kr. Ghosh  
 I/C (IT-Store)

Ftr HQ BSF Megh

प्रभासी भण्डार (आई. टी.)  
 प्रभारी भण्डार (आई. टी.)

Incharge Store (IT)

फ्रंटियर मुख्यालय सी. सु. बल. मेघालय  
 FTR HQ BSF Megh.

**COUNTER SIGNATURE**

(Manoj Kumar)

DC (Comn & IT)

Ftr HQ BSF Megh

उप कमाण्डेंट (आई. टी.)

Dy. Commandant (IT)

फ्रंटियर मुख्यालय सी. सु. बल. मेघालय

FTR HQ BSF Megh.

(Arun Kumar Singh)

Dy. Inspector General (Comn)

FTR HQ BSF Meghalaya

उप महानिरीक्षक (संचार)

DIG (COMN)

फ्रंटियर मुख्यालय सीसुबल मेघालय

FRONTIER HQRS BSF MEGHALAYA




**FORMAT FOR SUBMITTING ITEMS WISE BID FOR ITEMS PROPOSAL**  
**TO BE AUCTION /DISPOSED OFF**

S/NO.	NAME OF ITEMS	MAKE / MODEL	Quantity ( in No's)	Unit price	Total Price	Remarks (If any)
1.	DESKTOP COMPUTER (CPU ONLY)	HP/COMPAQ/ACER	72			
2.	MONITOR FOR COMPUTER (CRT/LCD/LED)	HP/COMPAQ/ACER/AOC/A SUS/BenQ	87			
3.	LAPTOP (HP)4415/TABLET CM ELITE BOOK 2730(HP)	HP	11			
4.	LASERJET PRINTER (MONO)	HP – 1020/1022N/P- 1007/1505N /P-2035/3015	43			
5.	LASERJET PRINTER (COLOUR)	HP	06			
6.	INKJET PRINTER (COLOUR)	CANON-145	01			
7.	DOT MATRIX PRINTER	TVSE/MSP/WIPRO(455XL/4 45/355/DS15235/1070DX)	30			
8.	SCANNER	HP SCANJET - 5590/ HP FLATBED 2400 & 2410	10			
9.	UPS 1KVA /0.8 KVA/0.65 KVA/0.5 KVA	PULSE TECH/SAMTEK/APC/LI/EM ERSON/MICROTEK	91			
10.	SLA BTY 12V-7AHC FOR UPS	EXIDE/INTEX/FRONTEK/P ULSE TECH/MICROTEK	206			
11.	SLA BTY 12V-18/65 AHC FOR UPS	EXIDE/INTEX/FRONTEK/P ULSE TECH/MICROTEK	42			
12.	EXTERNAL CD/DVD WRITER	HP/OMEGA/LG/ZIPPS	27			
13.	MODEM/ROUTER	D-LINK/ DIGISOL/ TP LINK	11			
14.	24 PORT SWITCH	D-LINK	02			
15.	WEB CAMERA	HP	01			
16.	MULTIMEDIA PROJECTOR	SHARP XR 10XL	01			
17.	SCREEN AND TRIPOD FOR MULTIMEDIA PROJECTOR	-	01			
18.	AIR CONDITIONER	LG WINDOW AC 2 TON	01			
19.	VOLTAGE STABILIZER FOR AIR CONDITIONER	-	01			

- The total price should be inclusive of all Misc. charges likes transportation, labour, or any other expenses etc. as all above items are interlinked to each other therefore no comparison will be made on individual items. The contract on comparison of consolidated of all items.



  
 (Manoj Kumar)  
 DC (Comn & IT)  
 Ftr HQ BSF Meghalaya

उप कमाण्डेंट (आई. टी.)  
 Dy. Commandant (IT)  
 फ्रंटियर मुख्यालय सी. सु. बल. मेघालय  
 FTR HQ BSF Megh.



**CHECK LIST**

**LIST OF ITEMS PROPOSED TO BE AUCTION / DISPOSED OFF BY FTR HQ BSF  
MEGHALAYA, UMPLING, SHILLONG, DISTT – EAST KHASHI HILLS  
(MEGHALAYA) – 793006**


**ENVELOP NO. - 1 TECHNICAL BID**

S/No.	Name of documents	Yes / No (if Yes, mentioned page No.)	Reason (if any)
1.	EMD OF Rs. 15,000/-(demand draft) in favour of Inspector General, FTR HQ BSF Meghalaya, Shillong Umpling, East Khasi Hills Meghalaya-793006, India.)		
2.	Documents related to the registration of the Recycler / Preprocessors of E- waste issue by MOEF / Central Pollution Control Board for recycling / reprocessing of electronic waste. (obsolete / unserviceable Desktop Computers, UPSs, Printers, Servers, Networking Equipment's, Scanners, Multimedia Projectors, etc.)		
4.	Copy of GSTN / service / income tax registration		
5.	Signed copy of tender document (all pages)		
6.	Additional information like details of turnover, documents regarding execution of Govt. work etc.		

**Envelop No. 2 Price Bid**

S/No.	Name of documents	Remarks
1.	Annexure – A (duly filled up and signed with seal & stamp)	
2.	Annexure – C (duly filled up and signed with seal & stamp)	
3.	Any deviation from our standard condition.	



  
(Manoj Kumar)  
DC (Comn & IT)  
Ftr HQ BSF Meghalaya  
उप कमाण्डेंट (आई. टी.)  
Dy. Commandant (IT)  
फ्रंटियर मुख्यालय सी. सु. बल. मेघालय  
FTR HQ BSF Megh.