

GOVERNMENT OF ASSAM
Assam Society for Comprehensive Financial Management System (AS-CFMS)
F Block, Assam Secretariat, Dispur, Guwahati-781006

ASPIRe.02/2021/60

Dated Dispur, the 3rd June, 2022

NOTICE INVITING TENDER

Sub:-Disposal of Obsolete/ unserviceable /old Electronics / IT Equipments

Office of the Project Director, ASCFMS Government of Assam, invites sealed bids under single bid system i.e. Techno commercial from the interested bidders for auction of old / obsolete/used desktop Computers, UPSs, Printers, Used Cartridges, Keyboards, SMPS, etc. on “As is where is basis “ stored at Finance Department.

A. General:

1. Tender Document can be downloaded from the website (www.finance.assam.gov.in).
2. Details of Bid: -
 - a) Bid Reference :
 - b) Last date & time of receipt of bid : 10/06/2022, 15:00 Hrs
 - c) Opening of Techno commercial bids : 10/06/2022, 15:30 Hrs.
 - d) Place of receiving the bid : Room No. F-228, ASCFMS Cell, Finance Department, F block, 2nd Floor
 - e) Address for communication : Project Director, ASCFMS, Dispur Guwahati-6
 - g) Pre-Bid meeting / date of Inspection : 07/06/2022, 14:00 hrs to 16:30 hrs
 - h) Contact person : Mujammil Ali, Sr. A. A. & AO (Procurement), AS-CFMS

1. Qualification criteria:

- a) The bidder should have been registered with state Goods and Services Tax (GST). Copy of such certificate shall be enclosed as a proof.
- b) Registration certificate of bidder under any suitable act e.g. shop and Establish Act, Company Act, Partnership Act etc. Copy of such certificate shall be enclosed as a proof.
- c) Self-attested copy of PAN card.

- d) The bidder should have sufficient documents regarding compliance in E-waste (Management and Handling)Rules,2011,Batteries (Management and Handling)Rules,2011

2. General Terms& Conditions:

- a) The bidders may inspect the items on predetermined dates and satisfy themselves about the items they are bidding for, as the items condition is on “ As is where is basis”.
- b) The items shall be sold to the bidder quoting highest price.
- c) The successful bidder shall be required to lift all the items from the disposal site to its premises within 3(Three) days after the payment of the quoted amount. On failure to do so, ASCFMS shall have the right to forfeit the entire amount of the bidder and dispose the items to alternate bidder.
- d) Successful bidder has to submit an undertaking that the firm will ensure prevention of leakage of government data stored in obsolete devices if any.
- e) Each page of tender document should be signed by the bidder (s)
- f) Incomplete and unsigned quotations are liable to be rejected.
- g) Total Quotation price on letter head of the firm - Annexure A
- h) Detail list of item to be disposed is at Annexure-B

3. Bid Price

- a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices should be quoted in Indian Rupees only.

4. Submission of Bids:

- a) A bidder shall submit the quotation in one sealed envelope only as per format.
- b) Sealed Bids shall be received, not later than 10/06/2022.upto 3.00 P.M No Bids will be accepted after this date & time under any circumstances. This office will not be responsible for any postal/courier delay and also for reasons beyond the control of this office.

- c) Envelope containing quotation must bear on the cover itself, name of item bidding for, name and full address with phone numbers of the bidder.

5. Opening of Bids:

- a) Techno Commercial bids will be opened after scheduling time, date and venue in the presence of the bidders' representatives who choose to attend.
- b) The bidders' representatives who will be present shall sign in the designated register/ attendance sheet 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.
- c) The Condemnation Committee formed in Finance department in this regard will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed; and conform to the terms and conditions.

6. Validity of Bid

The bid shall remain valid for a period not less than 30 day after the deadline date specified for submission.

7. Award of contract

- 7.1 The contract will be awarded to the bidder whose quotation has been determined to the substantially responsive and who has offered the highest evaluated quotation price.
- 7.2 Notwithstanding the above, AS-CFMS reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- 7.3 The bidder whose bid is accepted will be notified of the award of contract by ASCFMS prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

- 8. **Payment Terms:** The successful bidder has to submit the bid amount through Treasury Challan in appropriate Head of Account "0070-Other Administrative Service-06-Other-800-0000-000-00-00- Other receipt" **within 3 three days after confirmation**, failing which the offer will be cancelled.

A copy of the Treasury Challan in Original should be submitted to Finance Department for hand over the Condemned materials and after verification, the materials will be released.

9. **Dispute Resolution:** ASCFMS and the Purchaser i.e. bidder shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

You are requested to provide your offer latest by **10/06/2022**.

We look forward to receiving your quotations and thank you for your interest in this project.

Sd/- (Jayant Narlikar, IAS)
Project Director,
ASPIRe , ASCFMS
F Block, Assam Secretariat, Dispur

ANNEXURE- A

(On letter Head of the firm)

Tender No. Non ASPIRe.02/2021/60 Date 3/06/2022

Subject:- Tender for Disposal of Obsolete/ unserviceable /old Electronics / IT Equipments

- **Name & Address of the Bidder:**
(In capital letter)
- **Contact Number:**

1. I/We declared that I / my representative have inspected the obsolete items at Finance Department as per the tender document and am/are interested to purchase the same on “As is where basis is”. My/our offer for all the items, is given below:-

Total Quote Price Rs..... (Rupees)

2. I/We have gone through the terms and conditions given in the tender document and agree with the same. I/We understand that in the event of non-compliance of the terms and conditions of the tender I/We will be liable to accept the decision taken by PD, ASCFMS in this regard.

(Signature of the Bidder)

ANNEXURE- B

List of Items to be disposed

Sl. No	Name of Obsolete Hardware	Quantity
1	Desktop	22
2	Printer	13
3	Copier	2
4	Monitor	17
5	Scanner	5
6	UPS	30
7	SMPS	12
8	Cartridge	45