



Indian Council of World Affairs
Sapru House, Barakhamba Road
New Delhi

File No.: ICWA\ADM\103\2009\2022

Date 16-11-2022

**SEALED QUOTATIONS INVITED FOR DISPOSAL OF
OBSOLETE/UNSERVICEABLE COMPUTERS AND PERIPHERAL ITEMS,
UPS, PRINTERS, ETC.**

NOTICE

Sealed Quotations are invited for disposal of obsolete/unserviceable Computers, Printers [Laser and inkjet], UPSs and other peripheral items etc.. A tentative list of items to be disposed of is attached herewith. The items will be disposed off on the following terms and conditions:-

1. Representative of the firm are requested to visit Sapru House, Barakhamba Road New Delhi for inspection of the obsolete/unserviceable computers and peripheral items, ups, printers, etc., on **24 November, 2022 from 1400Hrs. to 1600Hrs.** (contact person: Rajneesh Rai- 23325413/9899189193).
2. Sealed quotation should be submitted on or before 03:00 PM on 07 December 2022 addressed to:

Shri Shri Soumen Bagchi
Deputy Director General
Indian Council of World Affairs
Sapru House, Barakhamba Road
New Delhi-110001

The sealed envelope containing the quotation should superscribed in bold letter **“Quotation for disposal of obsolete/unserviceable computers and peripheral items, ups, printers, etc.”**.

3. The highest bidder will be required to make payment of the articles disposed off within 5 days of communication of selection of the bidder and the items will have to be removed within 5 (Five) working days by the bidder at his own expense after making payment, otherwise a penalty @ Rs.500/- per day will be imposed.
4. The committee for opening and evaluating the quotation reserves the right to accept or reject any quotation/quotations without assigning any reason whatsoever.
5. The articles will be disposed off on “AS IS WHERE IS” basis.

6. Firms are also required to submit an undertaking (*specimen attached at Annexure-II*) along with quotation that you will dispose off the e-waste strictly in compliance with rules called the e-waste(Management and Handling) Rules 2010 and ensure environmentally sound management of e-waste, as per Ministry of Environmental and Forest's Prescriptions.
7. The firms are strictly directed to submit the Financial Bid as per Annexure-I.

Tentative List of items of Computers and related peripherals to be disposed off

CPU: 06
Printers: 09
UPS: 07
Laptop: 09
Miscellaneous: 30 (including Keyboard & Mouse)

Annexure-I

Financial Bid

Sr. No.	Item Description	Qty	Unit Price	Total Price
1	CPU	06		
2	Printer	09		
3	UPS	07		
4	Laptop	09		
5	Miscellaneous	30		
Grand Total Price (Rs.)				

(Signature with seal of the firm)

Proprietor Name:

Date:

Annexure-II

To,

Dated:

**Shri Shri Soumen Bagchi
Deputy Director General
Indian Council of World Affairs
Sapru House, Barakhamba Road
New Delhi-110001**

Subject: Undertaking to dispose-of of items as per e-waste rule

Sir,

We,.....
hereby declared that the IT equipment received from the Indian Council of World Affairs will be disposed of the e-waste strictly in compliance with the rules: "The e-waste (Management and Handling) Rules 2010" and we will ensure environmentally sound management of e-waste, as per the Ministry of Environmental and Forest's Prescriptions.

Regards,

**(Seal and signature of the proprietor)
(Proprietor Name)**