



उत्तर प्रदेश ग्रामीण बैंक  
UTTAR PRADESH GRAMIN BANK

(सरकार के स्वामित्वाधीन अनुसूचित बैंक)  
(Scheduled Bank Owned by Government)

**Invitation for tender offers**


Uttar Pradesh Gramin Bank, Regional Office Jaunpur invites sealed quotations for disposal of E-Waste lying at Branches/ Regional office premises at Regional Office, Jaunpur, U.P on "As is where is", "As is what is" and "Whatever there is" basis.

*The bidder will have to process the e-waste as per the latest guidelines mentioned in the E-waste (Management) Rules, 2016 vide G.S.R. 338(E) dated 23/03/2016 & as per amended rules 2018, dated 23 March 2018 available in the Ministry of Environment & Forests Notification dated 23<sup>rd</sup> March, 2016 by Government and updated from time to time.*

Each page of bid document must be signed and stamped by the bidder to ensure the compliance with the scope and services and general terms and conditions (Annexure – B).

Offers should be valid for a minimum period of -90-days from the last date of submission. No brokerage shall be paid. Both the sealed covers marked as Technical Bid & Commercial Bid super scribing advertisement reference and applicant name & address be put in one sealed cover addressed and submitted to The Regional Manager, Regional Office, Jaunpur Pawan Plaza, Civil lines, Jaunpur, PIN- 222002 within 21 days from the day of publication of this advertisement NOT LATER THAN Tuesday, 23/09/2025 on or before 17:00 hrs.

Any decision taken by Bank at any point of time in connection with this process shall be final and conclusive and no claim or dispute from any quarter in that regard shall be entertained.

  
(Kapilesh K.R.)  
Regional Head

Date : 02-09-2025



उत्तर प्रदेश ग्रामीण बैंक

UTTAR PRADESH GRAMIN BANK

(सरकार के स्वामित्वाधीन अनुसूचित बैंक)  
(Scheduled Bank Owned by Government)

Notice Inviting Tenders NIT No: UPGB:ROJAU:P&E:RFP:ITEQUIP2025-26:86 Date: 02/09/2025

Schedule of Events

SN	Event Name	Remarks
1	Name of RFP Tender	Tender for Disposal of E-waste items available at Branches/ Regional office at Uttar Pradesh Gramin Bank,Jaunpur
2	TENDER Reference No.	UPGB:ROJAU:P&E:RFP:ITEQUIP2025-26:86 dated 02/09/2025
4	Earnest Money Deposit (Bid Security) *	Rs 10,000/- (Rupees Ten thousand only) has to be submitted by the way of Demand Draft / Banker's Cheque/ Pay Order drawn in favour of "Uttar Pradesh Gramin Bank" payable at Jaunpur
5	Location of e-Waste items	Uttar Pradesh Gramin Bank, Regional Office, Pawan Plaza, Civil Lines, Jaunpur, U.P. Pin-222002
6	Last Date and Time for submission of bids.	Tuesday, 23/09/2025 on or before 17:00 hrs.
7	Scrap inspection Date & Time	On 15/09/2025 between 15:00 hrs to 17:00 hrs.
9	Address for submission of bids	The Regional Manager, Regional Office, Jaunpur Pawan Plaza, Civil lines, Jaunpur, PIN-222002
10	Technical Bid Opening Date & Time	Wednesday, 24/09/2025 at 15:00 hrs.
12	Contact Numbers	7007232902/8981715460
13	Mail ID for correspondence	PE.ROJAU@barodauprrb.co.in
14	Annexure - A	Eligibility.
15	Annexure - B	Terms and conditions and scope.
16	Annexure - C	Bidder's information.
17	Annexure - D	Commercial Bid.

*\*NOTE: EMD will be exempted for the bidders who are submitting registration certificate from MSME/NSIC, valid as on the date of submission of the bid.*



**A. Introduction:**

Uttar Pradesh Gramin Bank, Regional office Jaunpur, intends to dispose old/unusable/obsolete Computer Hardware, Peripherals, etc. (identified by Bank), lying at various Branches/Offices under Jaunpur regional office. For this, sealed price quotations are invited from the vendors for participation in the Tender process.

**B. Scope of Work:**

Scope includes collecting & purchasing various Hardware items (identified by the Bank for disposal) from Regional office premises on "as is where is basis" for disposal/recycling/reusing in line with Central/State Government guidelines.

**C. INSTRUCTIONS TO BIDDERS**

1. Bank reserves the right to issue addendum(s) or amendment(s) to any condition/specification/ schedule to all bidders before the date of submission. Proposals submitted by the bidder shall be deemed to cover the effect of such addendum(s) / amendment(s) issued and such addendum (s) / amendments (s) duly signed by the bidder shall be submitted along with the Proposals.
2. The bidder is to submit a refundable bid security of Rs 10,000/- (Rupees Ten Thousand Only) by way of Demand Draft / Banker's Cheque/ Pay Order drawn in favour of "Uttar Pradesh Gramin Bank" payable at Jaunpur.
3. The bid should be submitted in Sealed Cover duly filled with all supporting documents and Annexures.
4. One vendor can submit ONLY ONE bid. Bid validity is 90 days.
5. Method of submitting the Tender:
  - i. First Cover: Technical Bid Cover - This should contain documents
    - Annexure - A duly filled with all details
    - Annexure - B should be self-attested along with stamp
    - Photo copy of duly attested PAN.
    - Photo copy of duly attested GSTIN.
    - Bidder's information as per Annexure - C,
    - Bid Covering Letter as per Annexure - E,
    - EMD should be included as well.
    - The entire tender document shall be duly signed by the vender as a mark of acceptance of terms and condition of the tender document.
    - All the documents should be self-attested along with stamp of the Firm.The cover should be closed and sealed & super subscribed as "Technical bid for Tender Reference No. UPGB:ROJAU:P&E:RFP:ITEQUIP2025-26:86".
  - ii. Second Cover: Commercial Bid Cover - This cover should contain Commercial Bid/Rates as per Annexure- D duly signed by Bidders in all Pages. The cover should be closed and sealed & super subscribed as "Commercial bid for Tender Reference No. UPGB:ROJAU:P&E:RFP:ITEQUIP2025-26:86".
  - iii. Third Cover: Both First and Second Cover should be placed inside the Third Cover, duly superscripting as "Tender for disposal of E-Waste Tender Reference No. UPGB:ROJAU:P&E:RFP:ITEQUIP2025-26:86" and addressed to The Regional Manager, Regional Office, Jaunpur Pawan Plaza, Civil lines, Jaunpur, PIN- 222002.
6. Uttar Pradesh Gramin Bank will not be responsible for postal or any other delays. Quotations received in an envelope that is damaged/torn will be summarily rejected.
7. Bids once submitted shall not allowed to be withdrawn. Any default after acceptance of the bid shall be deemed to be non-compliance to the terms of the contract.
8. The quantity mentioned in the Commercial bid i.e., Annexure - D is an indicative one, and the same may vary at the time of invoicing.
9. The bidders may inspect the site on mentioned date and time, for assuring the nature and volume of work, condition of materials realistically and satisfy themselves about the items they are bidding for, before quoting the rates.
10. No deviation from the scope of services will be accepted.
11. Uttar Pradesh Gramin Bank will not bear any cost on account of labour/transportation etc.



**D. Earnest Money Deposit (Bid Security)**

Earnest Money Deposit (EMD): Earnest Money Deposit of Rs. 5,000.00 {Rupees Five Thousand Only} has to be submitted by the way of Demand Draft / Banker's Cheque/ Pay Order drawn in favour of "Uttar Pradesh Gramin Bank" payable at Jaunpur. along with their technical offers. Offers made without valid EMD, as mentioned above will be rejected. No interest will be paid by the bank on the Earnest Money Deposit.

Then EMDs of the unsuccessful bidders will be returned on issuance of the Sale Letter to the successful bidder, subject to written demand for the same. EMD of the successful bidder will remain with the bank, till the Disposal process is completed and relevant certificate is submitted.

Under the Government guidelines "Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2018" interested MSEs firms may submit their quotation with all relevant documents and valid certificate for relaxation of EMD.

**E. Opening of Bids:**

1. Techno-Commercial offer will be opened in our office as per date/time mentioned in the Bid details in Brief.
2. The representative of the bidder can be present for the opening of the Bid along with authorization letter. No separate intimation will be given in this regard to the bidders for deputing their representative. The bid will be opened in the presence of Bidder's representative and Bank Officials.
3. Non-attendance at the bid opening will not be a cause for disqualification of a bidder.

**F. Evaluation and Acceptance**

1. The Bids which are qualified in Eligibility/Technical Criteria would be considered for Commercial Evaluation.
2. For Commercial evaluation, Total Bid Price i.e. Total Cost of all the units will be the basis of comparison amongst the eligible bidders to rank them, in order to determine the Highest Commercial Bid.
3. Bank will award the contract to the successful bidder whose bid has been determined as the Highest Commercial bid (H1). If necessary, Bank reserves the right to form an appropriate negotiation committee to have negotiation with the H1 bidder. In case the H1 bidder is not able to accept the sale letter within 5 days, the same will be offered to next higher bidder (H2) at rate given by H1.
4. The bank shall be under no obligation to mandatorily accept the highest or any other offer received in response to this notice and shall be entitled to reject any or all offers without assigning reason whatsoever.

**G. Payment Terms**

Successful bidder must submit a Demand Draft payable to Uttar Pradesh Gramin Bank payable at Jaunpur for full amount quoted plus GST as per prevailing tax rate on the date of invoice/ sale letter, within 5 days of the sale letter. The EMD amount will not be adjusted against the same as it will be returned by the Bank separately by NEFT, after successful completion of the task and submission of certificate to the Bank to that effect.

**H. Termination by default**

1. Uttar Pradesh Gramin Bank reserves the right to terminate the agreement at its discretion at any time without assigning any reason, thereof.
2. Uttar Pradesh Gramin Bank may, without prejudice to any other remedy for breach of contract, by written notice of default sent to bidder, terminate the contract in whole or part:
  - i. If the bidder fails to provide services within the time period specified in the contract or any extension thereof granted by the Uttar Pradesh Gramin Bank.
  - ii. If bidder fails to perform any other obligation under the contract

**I. Order Cancellation**

1. If the successful bidder fails to remit the required amount and clear off the items within the time specified as above, Uttar Pradesh Gramin Bank will have the power to cancel the offer and forfeit the EMD / BID SECURITY.
2. Also, the order will be cancelled, if serious discrepancy in the bid is noticed. In addition to the cancellation of Sale Letter, Uttar



# उत्तर प्रदेश ग्रामीण बैंक UTTAR PRADESH GRAMIN BANK

(सरकार के स्वामित्वाधीन अनुसूचित बैंक)  
(Scheduled Bank Owned by Government)

Pradesh Gramin Bank reserves the right to appropriate the damages from the Earnest Money Deposit (EMD) given by the bidder and/or foreclose the bank guarantee given by the supplier against the advance payment and may take appropriate action.

**J. Bank's Right to Accept or Reject Any Bid or All Bids:**

The bank reserves the right to accept or reject any bid and annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for the bank's action.

**K. Rejection of the bid**

1. The bidder is expected to examine all instructions, formats, terms and conditions and scope of work in the bid document. failure to furnish all information required as per bid document or submission of bid which is not substantially responsive to the bid document in every respect may result in rejection of bid. In respect of interpretations/clarification of this bid document and in respect of any matter relating to this bid document, the decision of Uttar Pradesh Gramin Bank will be final.
2. In case the selected bidder does not show interest in lifting the goods, the bid security will be forfeited and blacklisted.
3. The bidder will have to furnish the requisite documents as specified in the bid document, failing which the bid is liable to be rejected.
4. In no case, technical bid envelop should contain quotes (i.e. Annexure - D with quotes on it). If found, such bid will be rejected during technical round itself.
5. The bids received after specified date and time will not be considered.

**L. All other terms and conditions and the scope of the successful bidder are as per "Annexure - B".**

**M. Enclosures:**

- |                  |                                 |
|------------------|---------------------------------|
| 1. Annexure - A: | Eligibility.                    |
| 2. Annexure - B: | Terms and conditions and scope. |
| 3. Annexure - C: | Bidder's information.           |
| 4. Annexure - D: | Commercial Bid.                 |
| 5. Annexure - E: | Bid Covering Letter.            |



# उत्तर प्रदेश ग्रामीण बैंक UTTAR PRADESH GRAMIN BANK

(सरकार के स्वामित्वाधीन अनुसूचित बैंक)  
(Scheduled Bank Owned by Government)

## ANNEXURE - A

### ELIGIBILITY CRITERIA AND UNDERTAKING BY THE BIDDERS

SN	Eligibility Criteria	Documents to be submitted.
1	The bidders should have a copy of the valid Registration Certificate issued by Central Pollution Control Board/State Pollution Control Board to be submitted as per the current requirements for collecting, dismantling, recycling of e-waste.	Latest copy of valid Registration Certificate issued by Central Pollution Control Board/State Pollution Control Board to be submitted.
2	The Firm/Company should not have been blacklisted by any public sector/ Bank /PSU/Government Department in the past. A self-declaration letter by the bidder, on the company's letter head should be submitted along with bid.	A self-declaration / Undertaking in bidder's letter head to this effect must be furnished.
3	The bidder should submit an undertaking to the effect that after deactivation/degaussing of the data and /or destruction of storage media, the data cannot be retrieved by using any procedure.	An undertaking in their letter head to be submitted by the bidder.
4	Bidder also need to submit an undertaking that all e-waste items collected from Uttar Pradesh Gramin Bank will be disposed off as per the latest e-waste guidelines issued by State/Central government Authorities and should also that the facility & recycling process for the E-Waste are in accordance with the e-waste (Management) Rules, 2016 & as per amended rules 2018, dated 23 March 2018 available in the Ministry of Environment & Forests, updated from time to time.	An undertaking in their letter head to be submitted by the bidder.



ANNEXURE - B

TERMS AND CONDITIONS AND SCOPE OF THE SUCCESSFUL BIDDER

1. Depending on the quote received by the Bank, the collection of e-waste will be awarded to H1 vendor (Highest Bidder).
2. The successful bidder should make the full payment to the Bank before picking up the items from the location within 3-7 working days from the date of selection of bidder. GST and other taxes as per Government norms on the auction proceeds will be extra.
3. Successful bidders failing to collect e-waste from the Bank's location in terms of the order issued to them on even one occasion may be de-listed from the Bank's empanelment.
4. The e-waste should be disposed-off in accordance with the timelines laid down by the Government of India guidelines currently in force/updated from time to time. On final disposal, the vendor would be required to provide a certificate to this effect to the bank within 30 days after receipt of e-waste.
5. The lifting of materials should be made during working hours i.e., 10 AM to 5 PM. At the time of pickup bidder should submit relevant form/certificate as per defined guidelines along with the full details of materials to be disposed.
6. If the successful bidder fails to remit the required amount and clear off the items within the time specified as above, Uttar Pradesh Gramin Bank will have the power to cancel the offer and forfeit the EMD/BID SECURITY.
7. The successful bidder should make the payment of full amount by a single DD payable to Uttar Pradesh Gramin Bank payable at Jaunpur and clear off all the items at their cost within ONE week from the receipt of sale letter. Successful bidder should produce their identity proof and original cash receipts for the amount remitted with the sanction of the concerned authorities in the presence and supervision of Bank officials. Uttar Pradesh Gramin Bank will not be held responsible for any loss or damages or theft of the material after the bid is finalized and sale letter issued to the successful bidder, and no compensation thereof, will be entertained. Any damage to Bank Property resulted while removing the materials should be compensated by the successful bidder.
8. The Guidelines issued by Ministry of Environment Forests, Government of India and respective State Pollution Control Boards or any other regulatory authorities from time to time with regards to disposal of E- Waste are to be strictly followed by the successful bidder.
9. The selected Bidder must remove the storage media viz. Hard Disk, Tapes, DATs etc., and the same has to be degaussed in front of the Bank officials before collecting the e-waste from the bank. IF e- waste is generated/collected in one state and required to be transported to another state for dismantling/recycling/final disposal, it would be the responsibility of the bidder (vendor) to have necessary approval/"No Objection Certificate" from the concerned State Pollution Control Board/Pollution Control Committee of Union Territory and intimate the State Pollution Control Board/Pollution Control Committee of Union Territory in transit as required by the GOI guidelines currently in force and issued from time to time. E-way bill generation is the responsibility of the Bidder.
10. It would be the responsibility of the bidder for safe transit of the e-waste from Bank's location to the vendor's location. In case of any untoward incident happening during the transit of e-waste, the vendor will be held solely responsible for the loss/consequences.
11. The bidder shall be entirely responsible for all taxes, duties, license fees, road permits, other taxes etc incurring during e-waste handling process.
12. Bank retains with themselves the authority to blacklist or bar a bidder for a specified period of time from participating in its tendering process where the Bank has authentic information that the vendor has been debarred/black listed from participating in the tendering process by an international organization or by a local organization on ground of fraud or corruption or for some other reason which, in the opinion of the Bank is not compatible with its procurement policy and ethical standards.
13. **INDEMNITY:**  
The vendor shall indemnify the Bank, and shall always keep indemnified and hold the Bank, its employees, personnel, officers, directors, harmless from and against any and all losses, liabilities, claims, actions, costs and expenses (including attorney's fees) relating to, resulting directly or indirectly from or in any way arising out of any claim, suit or proceeding brought against the Bank as a result of:
  - a. An act or omission of the Bidder, employees, agents, sub-contractors in the performance of the obligations of the Bidder under the EOI or, any or all terms and conditions stipulated in the SLA (Service Level Agreement) or Purchase Order



(PO) and /or

- b. Claims made by employees or subcontractors or subcontractors' employees, who are deployed by the Bidder, against the Bank and./or
- c. Breach of any of the term of the EOI or breach of any representation of false representation of inaccurate statement or assurance or covenant or warranty of the Bidder under the EOI or; any or all terms and conditions stipulated in the PO and/or
- d. Negligence or gross misconduct attributable to the Bidder or its employees, agent or sub- contractors.

Signature:

Seal of company: Date:





# उत्तर प्रदेश ग्रामीण बैंक UTTAR PRADESH GRAMIN BANK

(सरकार के स्वामित्वाधीन अनुसूचित बैंक)  
(Scheduled Bank Owned by Government)

Annexure - C

## BIDDER'S INFORMATION

SN	PARTICULARS	DETAILS
1	Name of Bidder	
2	Constitution	
3	Address:	
4	Contact Person	
5	Contact Details (Telephone No., Mobile No., Email, FAX etc.)	
6	Year of Incorporation	
7	Number of years of experience in recycling / disposal activities.	
8	Whether all RFP terms and conditions complied with.	

Signature:

Seal of Company: Date:



# उत्तर प्रदेश ग्रामीण बैंक UTTAR PRADESH GRAMIN BANK

(सरकार के स्वामित्वाधीन अनुसूचित बैंक)  
(Scheduled Bank Owned by Government)

## ANNEXURE - D

### Commercial offers for purchase of E-WASTE to be disposed - off.

Location:

SN	Hardware Category		Hardware Item	Indicative GST Rate (in %age)	Quoted Base Price/unit	GST*	Total Price/unit including GST	Total Quantity (approx.)	Total Price including GST
					A	B	C = A + B	D	E = C*D
A	Computer	1	CPU	18				155	
		2	Monitor - TFT	18				130	
		3	Monitor - CRT	18				25	
		4	Keyboard	18				170	
		5	Mouse	18				50	
B	Printer & Accessories	7	DMP	18				50	
		8	Passbook Printer	18				42	
		9	Laser/Multipurpose Printer	18				15	
		10	Scanner	18				18	
C	Network Equipment	11	Routers/Modem	18				34	
		12	Switches	18				5	
D	IT Accessories	13	Note Counting Machine (BIG)	18				18	
		14	Note Counting Machine (SMALL)	18				12	
E	ETC	15	UPS	18				73	
		16	UV lamp/Fake Note Detector	18				20	
	TOTAL		Total					817	

\*Actual GST will be charged as per applicable rate on the date of invoice.

Total Amount in Words:

(Rupees \_\_\_\_\_)

We agree to all the terms and conditions mentioned in the RFP and subsequent corrigenda and confirm that the rate quoted to each item above is based on the condition of "As is where is", "As is what is" and "Whatever there is" basis and made after inspection of the items, the nature of the items, volume of work and condition of the materials realistically with satisfaction. The item price is inclusive of all misc. charges like transportation, labour, all taxes or any other expenses. We have gone through all the terms and conditions in the tender document and agree with the same. We understand that in event of non-compliance of the terms and conditions of the tender, our tender can be cancelled at any time of the tender process. We understand that the Bank is not bound to accept the tender either in part or in full and that the Bank has right to reject the offer in full or in part without assigning any reasons whatsoever.

Signature and Seal of the Bidder



**Annexure - E**

Bid Covering Letter

[On Firm's/Company's Letter Head]

(to be included in Part A – Conformity to Technical Criteria envelope)

Reference No:

Date:

The Regional Manager,  
Uttar Pradesh Gramin Bank  
Regional Office, Jaunpur  
Pawan Plaza, Civil lines,  
Jaunpur, PIN- 222002

Dear Sir,

SUB: RFP for Disposal of e-Waste lying at Branches/ Regional office premises at Regional Office, Jaunpur

Ref: RFP No. UPGB:ROJAU:P&E:RFP:ITEQUIP2025-26:86 dated 02/09/2025

We have examined the above mentioned RFQ document including all annexures the receipt of which is hereby duly acknowledged and subsequent pre-bid clarifications/modifications/amendments, if any, furnished by the Bank and we, the undersigned, offer to lift the old hardware items in conformity with the said RFP in accordance with the schedule of prices indicated in the commercial offer and made part of this offer.

The undersigned is authorized to sign on behalf of the Bidder Company.

We accept all the instructions, Terms and Conditions and Scope of Work of the subject RFP.

We agree to the condition of "remove the storage media viz., Hard disk, Tapes, DATs. etc. and the same has to be degaussed in front of the Concerned Bank officials before lifting the E-Waste from the identified locations of the Bank."

We undertake that all the e-waste items, as proposed by Uttar Pradesh Gramin Bank for disposal will be disposed off as per e-waste disposal guidelines of State/Central government authorities.

We agree to abide by this offer till 90 days from the date of Commercial Bid opening. We agree to abide by and fulfill all the terms and conditions of the RFP.

All the details mentioned by us are true and correct and if Bank observes any misrepresentation of facts on any matter at any stage, Bank has absolute right to reject the proposal and disqualify us from the selection process. Bank reserves the right to verify/evaluate the claims made by the Bidder independently.

We are enclosing the following documents along with Bid Covering Letter:

- EMD DD for Rs. 10000/- favoring Uttar Pradesh Gramin Bank payable at Jaunpur.
- Copy of the valid Certificate issued by Central Pollution Control Board/State Pollution Control for undertaking E-Waste disposal.
- Copy of the PAN Card.
- Copy of the GST Registration.
- All documents as per annexure

Date: Signature with seal

Name: Designation: