

REQUEST FOR QUOTES [RFQ 02/2025-26 dtd 18-09-2025]

For

Disposal of Old & Obsolete Computer Hardware items (E-Waste) lying at Branches/Offices under Canara Bank Circle Office, Mangalore.

Issued by: Canara Bank
Circle Office,
Technology Management Wing,
Light House Hill
Balmatta Road
Mangalore 575001 Phone No: 0824-2863441
Email: tmscomlr@canarabank.com
Mob:9008719610,8129129349

BID SCHEDULE
Details in Brief

Sl. No.	Description	Details
1.	RFQ No. and Date	RFQ 02/2025-26 dtd 18-09-2025
2.	Location Address for submission of Bid/s [Address for Communication]	The Senior Manager Canara Bank Circle Office, Technology Management Wing, Light House Hill Balmatta Road Mangalore 575001 Karnataka Tel - 08242863441, 8129129349 Email: tmscomlr@canarabank.com
3.	Date of Issue	Date: 18/09/2025
4.	Last Date of Submission of Queries for Pre-Bid Meeting	The Pre-Bid Queries on the RFP may be sent through email <u>or</u> in writing at the address specified above, on or before 20/09/2025 3:00pm.
5.	Date of Pre-Bid Meeting	22-09-2025 12:00 pm
6.	Last Date of Submission of Bids	25-09-2025 5:00 pm
7.	Date and Time of Opening Bid	26-09-2025 3.00 pm
8.	Date and Time opening of Commercial Bid.	26-09-2025 3:00 pm
9.	Cost of Application Money	Rs. 500/- (including GST)
10.	Earnest Money Deposit (Refundable)	Rs. 5000/- (including GST)
11.	Mode of submission of bids	Hard copy (The bid should be submitted in sealed cover addressed to the Bank at the above mentioned address within the date and time specified). Note: Bids sent through email will not be accepted/evaluated. Bids

	should be deposited in the Tender Box only.
This document can be downloaded from Bank's website http://canarabank.com/english/announcements/tenders	

1. About Canara Bank

CANARA BANK is one of the largest Public Sector Banks owned by Government of India. Canara Bank is a body Corporate and a premier Public Sector Bank established in the Year 1906 by Shri. Ammembal Subba Rao Pai and nationalized under the Banking Companies (Acquisition and Transfer of Undertakings) Act, 1970. Canara Bank Head office is located at 112, J C Road Bengaluru-560002 and TM Section Circle office Mangalore is located at Light House Hill, Balmatta Road, Mangalore 575001 , Mangalore, Karnataka.

- 1.1. The Bank is having pan India presence of more than 9875 branches, 26 Circle offices and 177 Regional Offices situated across the States. The Bank also has offices abroad in London, Dubai and New York.
- 1.2. The Bank is a forerunner in implementation of IT related products, services, and continuously making efforts to provide the state of art technological products to its customers.

2. Scope of Work

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

3. Eligibility Criteria:

This bid is restricted to the following vendors who are empaneled in Bank through EOI ref: EOI-04/2023-24 floated on 21/08/2023.

- 3.1. M/s AIMS Technologies
- 3.2. M/s Aqsa Stamping,
- 3.3. M/s Arihant e-Recycling Pvt Ltd
- 3.4. M/s Bin Bay Recycling Pvt Ltd.,
- 3.5. M/s Dubey Brothers E-Waste Management.
- 3.6. M/s E-Clean E-Green Recycling
- 3.7. M/s Environmental Experts
- 3.8. M/s E-scrappy Recyclers
- 3.9. M/s E-Waste Recyclers India
- 3.10. M/s Exigo Recycling Pvt Ltd
- 3.11. M/s Green India Recyclers
- 3.12. M/s HAQ processing Pvt Ltd
- 3.13. M/s Hindustan Recycling
- 3.14. M/s Krishna Metal Refinery
- 3.15. M/s Lilashana Sales

- 3.16. M/s Maharashtra Enterprises
- 3.17. M/s Mangalam ECS
- 3.18. M/s Ortech India Corporation
- 3.19. M/s Reboot Resources Pvt Ltd
- 3.20. M/s Re-Claim Enviro Pvt Ltd
- 3.21. M/s Recycle Mitra Eco Care LLP
- 3.22. M/s Regreen Recyclers
- 3.23. M/s Resource E-waste Solutions
- 3.24. M/s Sahara Enterprises
- 3.25. M/s Shabbir Traders
- 3.26. M/s Shivalik Solid Waste Management Pvt Ltd
- 3.27. M/s Star Recycling
- 3.28. M/s Trittech Systems
- 3.29. M/s US E-Waste Recycling
- 3.30. M/s Z Enviro Industries Pvt Ltd

- The Empaneled vendors should hold valid Certificate from State Pollution Control Board/Govt. **The copy of the certificate should be submitted along with the bid.**
- Bidder has to comply all other term and conditions as per EOI-04/2023-24 floated on 21/08/2023.

4. Terms and Conditions:

- 4.1. The bid is non-transferable.
- 4.2. Incomplete and unsigned price quotations are liable to be rejected.
- 4.3. Price Schedule (Commercial Offer) is attached with this Tender notice as Annexure-I.
- 4.4. Empaneled vendors may visit the below location before quoting the amount to ascertain further details of the various Computer Hardware items identified for disposal and satisfy themselves about the items for which they are bidding.

**Canara Bank
TM SECTION , Circle Office , Light House Hill
Balmatta Road
Mangalore 575001 Karnataka**

1. KRIPA R
Contact No: 8129129349
2. Naresh Kumar
Contact No: 9008719610

Note: Kindly contact Concerned official before visiting the location.
To Lift the Old/ Obsolete/ Unusable Computer Hardware Items lying at
branches/Offices under **Canara Bank Circle Office Mangalore , Light House Hill, Balmatta
Road ,Mangalore 575001 Karnataka.**

- 4.5. Vendor has to remove the storage devices such as Hard disk, Tapes, DATs etc. and degauss the same in the presence of Bank officials before lifting the materials identified for E- Waste. The Location details from where the E-Waste has to be lifted by the successful vendor are as per Annexure-II.
- 4.6. As access to the locations, where resources are stored is restricted; only sample Computer items will be kept for display for inspection by vendors.
- 4.7. The empaneled vendors shall bear all the costs associated with the preparation and submission of its bid, and Canara Bank in no case will be responsible or liable for these costs, regardless of conduct or outcome of bidding process.
- 4.8. All expenses pertaining to collecting, transporting for disposal (as per govt. guidelines), is to be borne by the successful bidder.
- 4.9. Item shall be sold to the bidder with highest bid price.
- 4.10. The successful bidder has to remit the total amount quoted in the bid by way of NEFT/RTGS and send it to our Office within 3 Working days of intimation of being H1 Bidder.
- 4.11. The Successful bidder has to lift all the items from disposal site within 3 working days, after intimation to H1 bidder (vendor). On failure to do so, Canara Bank, TM section, Circle Office, Mangalore
- 4.12. The Successful bidder to ensure with the tender Clause on degaussing of data “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”.
- 4.13. The Bank reserves the right to accept or reject any price quotation or cancel the disposal process and reject all quotations at any time, without thereby incurring any liability to the affected empaneled bidder or bidders or any obligation to inform the affected empaneled bidder or bidders of the ground for the Bank’s action. The empaneled vendors may on their own interest contact the Bank on the status of the tender after opening of the bids.
- 4.14. Once the Hardware items are handed over to the successful bidder, the same shall not be taken back by the Bank.
- 4.15. All the required documents to transport the E-Waste from Banks various locations to bidder’s location (complying with the Govt. Guidelines), will be arranged from the bidder’s side. Bank will only give the required declaration.
- 4.16. Any bid received by the Bank after the last date for submission of bid prescribed by the bank will be rejected and/or returned unopened to the Empaneled bidder, which the bidder has to collect from the Bank.

5. Submission of Bids:

- 5.1. The bid should be submitted in sealed cover (Bid details in Brief to mention on the envelop) addressed to the Bank at the following address within the date and time specified in the above.

The Senior Manager
Canara Bank,
TM Section
Circle Office
Light House Hill, Balmatta Road
Mangalore 575001 Karnataka
Contact Person/s: Mr. Kripa R, Senior Manager
Phone No 8129129349.

6. Bid System Offer:

- 6.1. The response to the RFQ will be submitted by way of two stage bidding process comprising of Technical & Commercial Bid as detailed below:

- 6.1.1. **Technical Criteria:** Indicating their compliance to Technical Compliance and submission of valid Central / State Govt. Pollution Control Board certificate. GST particulars of the Company should also be submitted.
- 6.1.2. **Commercial Bid:** furnishing all relevant information as required as per Bill of Material as per **Annexure-I**.
- 6.1.3. Both the sealed and covered Bids should be put in a closed envelope and should be superscribed as “**Offer to Disposal of Old & Obsolete Computer Hardware items (E-Waste) lying at Branches / offices under Canara Bank, Circle office- Mangalore, Karnataka**” on the top of the envelope.
- 6.1.4. The envelope shall bear the RFQ No., RFQ Details, name & complete postal address of the bidder and the authority to whom the Bid is submitted.
- 6.1.5. The envelope/s should be properly sealed and submitted.
- 6.1.6. All documents must be duly signed by the authorized signatory of the bidder. No overwriting, erasers are permitted.

7. Amendment to Bidding Document:

- 7.1. At any time prior to deadline for submission of Bids, the Bank, for any reason, whether, at its own initiative, may modify the bidding document, by amendment.
- 7.2. In order to allow reasonable time to prospective bidders to take the amendment into account in preparing their bids, the Bank, at its discretion, may extend the due date for submission of bid for a reasonable period as decided by the Bank for the submission of Bids.

8. Selection of Bidder:

The Bank will scrutinize the bids received from the empaneled bidders to determine whether they are complete in all respects as per the requirement of the Bank.

9. Earnest Money Deposit (EMD):

9.1. The bidder shall furnish Earnest Money Deposit (EMD) of Rs.5,000/- (Rupees Five Thousand Only) by way of Demand Draft drawn on any scheduled bank in favour of Canara Bank, payable at Mangalore and should be kept along with the Bid. The EMD of the un-successful Bidders will be returned upon the H1 Bidder remitting the H1 bid amount.

9.2. The EMD may be forfeited:

9.2.1. If the bidder withdraws or amends the bid during the period of bid validity specified in this document.

9.2.2. If the selected bidder fails to lift all the items from disposal site.

9.2.3. If the bidder fails to submit the certificate of safe disposal.

9.3. **EMD exemption for MSE/Start-Up:** The bidder seeking EMD exemption, must submit the valid supporting document for claiming Exemption as per prevailing Government guidelines.

10. Bid System Offer:

This is two bid system which has following 2 parts:

10.1. Part A- Technical Proposal:

10.1.1. Indicating their compliance to Technical Compliance and submission of valid Central / State Govt. Pollution Control Board certificate. GST particulars of the Company should also be submitted.

10.2. Part B-Commercial Bid:

10.2.1. Bidders are requested to submit the Bill of Material as per the format and other terms and conditions of the RFQ. Deviations if any in Bill of Material will be summarily rejected by the Bank. Detailed list of Computer Hardware's enclosed in Annexure III.

10.2.2. The participating bidder take utmost care while submitting the Price bid in this RFQ. Any change in Bill of Material may be summarily rejected by the Bank.

11. Opening of Bids:

- 11.1. Commercial offer will be opened in our office as per date/time mentioned in the Bid details in Brief.
- 11.2. The representative of the bidder can be present for the opening of the Bid. 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.
- 11.3. Non-attendance at the bid opening will not be a cause for disqualification of a bidder.

12. Evaluation of Bids:

- 12.1. The Bids which are qualified in Eligibility/Technical Criteria would be considered for Commercial Evaluation.
- 12.2. 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 Evaluated Bid.
- 12.3. After completing the above process, the Bank will declare H1, H2, and H3.... Bidder in order to determine the Highest Evaluated Bid (H1) and will award the contract to the H1 Bidder. In case of failure or refusal to remit the H1 amount, Canara Bank, TM Section, Circle Office, Mangalore shall have the right to cancel the bid and retender by excluding the H1 Bidder.

Annexure-A
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 Senior Manager
Canara Bank
T M Section
Circle Office
Mangalore,

Dear Sir,

SUB:RFP for Disposal of Old & Obsolete Computer Hardware items (E-Waste) lying at Branches/Offices under Canara Bank Circle Office Mangalore.

Ref: RFQ 02/2025-26 dtd 18-09-2025.

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 Canara 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 60 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:

- 1) Application Money DD for Rs. **500** favoring Canara Bank payable Mangalore. (MSE certificate to be submitted if exempted).
- 2) EMD DD for Rs. **5000** favoring Canara Bank payable at **Mangalore**. (MSE certificate to be submitted if exempted).

- 3) Copy of the valid Certificate from State Pollution Control Board/Govt. Authorities for undertaking E-Waste disposal.
- 4) Copy of the PAN Card.
- 5) Copy of the GST Registration.

Date:

Signature with seal
Name:
Designation:

Annexure-I

Bill of Material

(Should be submitted on Company's letter head with company seal and signature of the authorized person)

SUB: Disposal of Old & Obsolete Computer Hardware items (E-Waste) lying at Branches/Offices under Canara Bank Circle Office ,Light House Hill, Balmatta Road, Mangalore 575001

Ref: RFQ 02/2025-26 DATED 18/09/2025.

Sl. No.	Item Description	Qty.	Total Cost (Exclusive of Tax)	Tax for Column A		Total Cost (Inclusive of Tax)
			A	B % of tax	C= Tax Amt.	D=A+C
1	ATM	58		18		
2	KEY BOARD	126		18		
3	MOUSE	5		18		
4	NETWORK EQUIPMENT	92		18		
5	PC	331		18		
6	PRINTER	224		18		
7	SCANNER	43		18		
8	BIOMETRIC DEVICE	18		18		
9	CCTV SYS	1		18		
10	HARD DISK 2TB FOR ADHAR CENTRES	1		18		
11	IP PHONE	1		18		
12	METAL RACK	2		18		
13	PIGMY MACHINE	9		18		
14	SWITCH/LOCK CARDS BOXHandheld Machine -	1		18		

15	AADHAR ENROLMENT KITS	1		18		
16	MONITOR	7		18		
17	NOTE COUNTING MACHINE	5		18		
18	PUM	40		18		
19	CASH DEPOSIT MACHINE	1		18		
20	CHEQUE DEPOSIT MACHINE	1		18		
21	CPU	25		18		
22	LAPTOP	5		18		
Total Items		997	Total Cost (Incl. of Taxes)			
			Total Cost (Excl. of Taxes)			

Note:

- ✓ The total Amount cost (exclusive of taxes) will be taken for arrival of H1 Vendor.
- ✓ The total cost is inclusive of all miscellaneous charges like transportation, labour, all taxes and any other expenses related to lifting the e-waste from the identified location.
- ✓ 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 have not changed the structure of the format nor added any extra items. We note that any such alternation will lead to rejection of Bid.
- ✓ The bidder has to quote amount for each line item separately.
- ✓ 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.
- ✓ Our PAN No is _____.
- ✓ Our GST No is _____.

Date:

Signature with seal:

Name:

Designation :

Annexure-II

Details of the Bank Location (Branches/Office) from where the E-Waste is to be lifted by the successful vendor.

Sl. No.	Details of Canara Bank Branch/Office where the E-Waste is to be lifted.	Contact Person Details
1	Canara Bank TM section, Circle Office Light House Hill , Balmatta Road Mangalore 575001 , Karnataka.	Kripa R Contact No: 8129129349 Naresh Kumar Contact No: 9008719610

Kindly note that the Successful Bidder has to lift the E-Waste from these locations only.

Annexure-III

Inventory Details of Assets Identified for Disposal

<u>S .No</u>	<u>Particular</u>	<u>Quantity</u>
<u>1</u>	ATM	58
<u>2</u>	KEY BOARD	126
<u>3</u>	MOUSE	5
<u>4</u>	NETWORK EQUIPMENT	92
<u>5</u>	PC	331
<u>6</u>	PRINTER	224
<u>7</u>	SCANNER	43
<u>8</u>	BIOMETRIC DEVICE	18
<u>9</u>	CCTV SYS	1
<u>10</u>	HARD DISK 2TB FOR ADHAR CENTRES	1
<u>11</u>	IP PHONE	1
<u>12</u>	METAL RACK	2
<u>13</u>	PIGMY MACHINE	9
<u>14</u>	SWITCH/LOCK CARDS BOX Handheld Machine -	1
<u>15</u>	AADHAR ENROLMENT KITS	1
<u>16</u>	MONITOR	7
<u>17</u>	NOTE COUNTING MACHINE	5
<u>18</u>	PUM	40
<u>19</u>	CASH DEPOSIT MACHINE	1
<u>20</u>	CHEQUE DEPOSIT MACHINE	1
<u>21</u>	CPU	25
<u>22</u>	LAPTOP	5
	TOTAL	997