



RFQ/TMS/COBHU/1/2025-26 DATED 14/08/2025

REQUEST FOR QUOTE [RFQ]
FOR

“Disposal of Old ATM and PUM and other items lying at Branches/Offices
under Canara Bank Circle Office Bhubaneswar

[This RFQ is limited to Vendors Empanelled by Canara Bank
for Disposal of E-Waste].

Issued By:
Canara Bank
TM Section, Circle Office
BHUBANESWAR

Address:
Canara Bank, Technology Management Section,
Circle Office, 2nd Floor, Plot no -1556(P) & 1561(P), Mouza Jagamara
At:-Jagamara, City:-Bhubaneswar
State:-Odisha, PIN - 751030
Email: tmscobhu@canarabank.com



BID SCHEDULE

Sl. No.	Description	Details
1.	RFQ No. and Date	RFQ/TMS/COBHU/1/2025-26 DATED 14/08/2025
2.	Name of the Circle Office	BHUBANESWAR
3.	Brief Description of the RFQ	Disposal of Old ATMs and PUMs lying at Branches/Offices under Canara Bank CO, Bhubaneswar
4.	Location Address for submission of BID/s & Address for Communication	The Manager Canara Bank, Technology Management Section, Circle Office, 2nd Floor, Plot no - 1556(p) & 1561(p), Mouza Jagamara At:-Jagamara, City:-Bhubaneswar State:-Odisha, PIN - 751030 Tel -0674-2353144/235104 & 7605009013 Email: tmscobhu@canarabank.com
5.	Date of Issue	14/08/2025
6.	Last Date, Time of Submission of Bids	04/09/2025 03:30 PM
7.	Date and Time of Opening of Technical Bid	04/09/2025 04:30 PM
8.	Date and Time opening of Commercial Bid.	05/09/2025 04:30 PM
9.	Earnest Money Deposit (Refundable)	Rs. 10,000/- (including GST)
10.	Mode of Submission of BID	Hard copy (The bid should be submitted in sealed cover addressed to the Bank within the date and time specified). Note: Bids sent through post/courier/email will not be accepted / evaluated. Bids should be deposited in the Tender Box only.



A. Instructions to Bidders (ISB)

Disposal of Old ATMs & PUMs lying at Branches/Offices under Canara Bank Circle Office
Bhubaneswar

1. Introduction:

1.1 CANARA BANK is one of the major Public Sector Banks owned by Government of India established in the Year 1906 by Shri. Ammembal Subba Rao Pai. Canara Bank is having Head office located at 112, J C Road Bengaluru-560002 and Department of Information Technology wing located at Naveen Complex, No.14, M G Road, Bengaluru-560001.

1.2 Canara Bank, Bhubaneswar Circle, intends to dispose old/irreparable ATM & PUM (identified by Bank), lying at different branches. For this, sealed price quotations are invited from the Empanelled vendors for participation in the Limited Tender process.

2. Scope of Work:

2.1. Scope includes collecting & purchasing various 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:

3.1. This RFQ is limited to the following vendors who are empanelled in Bank for disposal of E-Waste with Canara Bank.

- 3.1.1 M/s AIMS Technologies
- 3.1.2 M/s Aqsa Stamping
- 3.1.3. M/s Arihant e-Recycling Pvt Ltd
- 3.1.4. M/s Bin Bay Recycling Pvt Ltd.,
- 3.1.5. M/s Dubey Brothers E-Waste Management.
- 3.1.6. M/s E-Clean E-Green Recycling
- 3.1.7. M/s Environmental Experts
3. 1.8. M/s E-scrappy Recyclers
3. 1.9. M/s E-Waste Recyclers India
3. 1.10. M/s Exigo Recycling Pvt Ltd
3. 1.11. M/s Green India Recyclers
3. 1.12. M/s HAQ processing Pvt Ltd
3. 1.13. M/s Hindustan Recycling
3. 1.14. M/s Krishna Metal Refinery
3. 1.15. M/s Lilashana Sales
3. 1.16. M/s Maharashtra Enterprises
3. 1.17. M/s Mangalam ECS
3. 1.18. M/s Ortech India Corporation
3. 1.19. M/s Reboot Resources Pvt Ltd
3. 1.20. M/s Re-Claim Enviro Pvt Ltd



=====

3. 1.21. M/s Recycle Mitra Eco Care LLP
3. 1.22. M/s Regreen Recyclers
3. 1.23. M/s Resource E-waste Solutions
3. 1.24. M/s Sahara Enterprises
3. 1.25. M/s Shabbir Traders
3. 1.26. M/s Shivalik Solid Waste Management Pvt Ltd
3. 1.27. M/s Star Recycling
3. 1.28. M/s Trittech Sysytems
3. 1.29. M/s US W-Waste Recycling
3. 1.30. M/s Z Enviro Industries Pvt Ltd

3.2. The Empanelled vendors should hold valid Certificate from State Pollution Control Board/Govt. Authorities for undertaking E-Waste Disposal as on the date of RFQ. **The copy of the certificate should be submitted along with the bid.**

3.3. The Empanelled vendors quoting for this RFQ should agree to the condition to “remove the storage media viz., Harddisk, 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”.

3.4. The Empanelled vendors need to submit an undertaking that all the e-waste items, as proposed by Canara Bank for disposal will be disposed off as pre-waste disposal guidelines of State / Central government authorities.

4. **Terms & Conditions:**

- 4.1. The bid is non-transferable.
- 4.2. Incomplete and unsigned price quotations are liable to be rejected.
- 4.3. EMD amount to be submitted along with the bid. Non submission of the EMD along with bid will not be evaluated further and those bids will be treated as cancelled.
- 4.4. **Price Schedule (Commercial Offer)** is attached with this Tender notice as **Annexure-I**.
- 4.5. The empanelled vendors may visit our office at:
Canara Bank,
Canara Bank, Technology Management Section,
Circle Office, 2nd Floor,
Plot no -1556(P) & 1561(P),
MouzaJagamara
At:-Jagamara
City:-Bhubaneswar
State:-Odisha, PIN - 751030

To ascertain further details of the various Old ATM & PUM items identified for disposal and satisfy themselves about the items for which they are bidding.

- 4.6. The Location details from where the E-Waste has to be lifted by the successful vendor are as per Annexure-II.
- 4.7. As access to the locations, where resources are stored is restricted; only sample ATMs & PUMs will be kept for display for inspection by vendors.
- 4.8. The empanelled 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.

- 4.9. All expenses pertaining to collecting, transporting for disposal (*as per govt. guidelines*), is to be borne by the successful bidder.
- 4.10. Item shall be sold to the bidder with highest bid price.
- 4.11. The successful bidder has to remit the total amount quoted in the bid by way of Demand Draft favoring Canara Bank and send it to our Office within 7 Working days of intimation of being H1 Bidder.
- 4.12. The Successful bidder has to lift all the items from disposal site within 2 weeks, after issuance of Order. On failure to do so, Canara Bank, Circle office, Bhubaneswar shall have the right to forfeit the entire EMD remitted and Bank may dispose the items through H2/H3 Bidders.
- 4.13. The Successful bidder to comply and ensure with the Tender Clause on degaussing of data as referred in Clause (3.3) above.
- 4.14. 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 there by incurring any liability to the affected empanelled bidder or bidders or any obligation to inform the affected empanelled bidder or bidders of the ground for the Bank's action. The empanelled vendors may on their own interest contact the Bank on the status of the tender after opening of the bids.
- 4.15. Once the Hardware items are handed over to the successful bidder, the same shall not be taken back by the Bank.
- 4.16. 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.
- 4.17. 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 Empanelled bidder, which the bidder has to collect from the Bank.

5. **Submission of Bids:**

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

The Manager
Canara Bank,
Canara Bank, Technology Management Section,
Circle Office, 2nd Floor,
Plot no -1556(p) & 1561(p),
Mouza Jagamara
At:-Jagamara
City:-Bhubaneswar
State:-Odisha, PIN - 751030
Contact Person/s: Mr.Satyarup Ghosh

Tel -0674-2353144/235104 & 7605009013

Email: tmscobhu@canarabank.com

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 along with the EMD by way of DD. 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 "Technical Bid/Commercial Bid - Offer to Disposal of Old & Obsolete ATMs & PUMs (E-Waste) lying at Branches/Offices under Canara Bank, Bhubaneswar Circle Office" on the top of the envelope. Bidder has to mention clearly on the top of the envelop whether the bid is commercial or technical.
- 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. Notification of amendments will be made available on the Bank's website (i.e. <https://www.canarabank.com/tenders.aspx>) and will be binding on all bidders and no separate communication will be issued in this regard.
- 7.3. 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. Earnest Money Deposit (EMD):

- 8.1. The bidder shall furnish Earnest Money Deposit (EMD) of **Rs. 10,000/- (Rupees Ten Thousand Only)** by way of Demand Draft drawn on any scheduled bank in favour of Canara Bank, payable at Bhubaneswar and should be kept along with the Bid. The EMD of the unsuccessful Bidders will be returned upon the H1 Bidder accepting the order.
- 8.2. The EMD may be forfeited:
- 8.2.1. If the bidder withdraws or amends the bid during the period of bid validity specified in this document.
- 8.2.2. If the selected bidder fails to accept the order within 7 days in accordance with the terms of the RFQ.
- 8.2.3. If the selected bidder fails to lift all the items from disposal site.
- 8.2.4. If the bidder fails to submit the certificate of safe disposal.



9. **Bid Validity Period:**

The Offer submitted and the prices quoted therein shall be valid for 60 days from the date of opening of Commercial Bid. Bid valid for any shorter period shall be rejected by the Bank.

10. **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.

11. **Price Composition:**

11.1. The price quoted should be only in Indian Rupees.

11.2. The bidder has to give price of all the items separately, as mentioned in Bill of Material as per Annexure-I.

11.3. The bidders should alone bear the expenses like transportation, loading/unloading charges etc.

11.4. The bidder has to quote applicable GST as mentioned in the Bill of Material.

12. **Opening of Bids:**

12.1. Techno-Commercial offer will be opened in our office as per date/time mentioned in the Bid details in Brief.

12.2. 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.

12.3. Non-attendance at the bid opening will not be a cause for disqualification of a bidder.

13. **Evaluation Criteria:**

13.1. The Bids which are qualified in Eligibility/Technical Criteria would be considered for Commercial Evaluation.

13.2. 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.

13.3. 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 execute the order, Canara Bank, TM Section, Circle Office shall have the right to dispose the items to H2/H3 bidder on matching the H1 (Highest) prices.

Technology Overseeing Executive

