केनरा बैंक Canara Bank

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

For

Disposal of Old & Obsolete Computer Hardware items (E-Waste) lying at Branches/Offices under Chennai Circle

Issued by: Canara Bank
Technology Management Section,
Circle Office Chennai,
524, Annasalai,
Teynampet,
Chennai- 600018
Phone No: 9790920416
Email: tmscochn@canarabank.com

केनरा बैंक Canara Bank

BID SCHEDULE

Sl. No.	Description	Details
1.	RFQ No. and Date	RFQ 02/2025-26 DATED 26/09/2025
2.	Name of the Circle	Circle Office, Chennai
3.	Brief Description of the RFQ	Disposal of Old & Obsolete Computer Hardware items(E-Waste) lying at Branches/Offices under Chennai Circle
4.	Bank's Address for Communication	The Senior Manager Canara Bank Technology Management Section, Circle Office Chennai, 524, Annasalai, Teynampet, Chennai- 600018 Phone No: 9790920416 Email: tmscochn@canarabank.com
5.	Last Date, Time and Venue for Submission of Bids	**03/10/2025, Friday at 03:30 PM** **Canara Bank** **Technology Management Section,** **Circle Office Chennai,** **524, Annasalai, Teynampet,** **Chennai- 600018**
6.	Date, Time & Venue for opening of Technical Proposals.	**03/10/2025, Friday at 03:30 PM** **Canara Bank** **Technology Management Section,** **Circle Office Chennai,** **524, Annasalai, Teynampet,** **Chennai- 600018**
7.	Date, Time & Venue for opening of Commercial Proposals	**03/10/2025, Friday at 03:30 PM** **Canara Bank** **Technology Management Section,** **Circle Office Chennai,** **524, Annasalai, Teynampet,** **Chennai- 600018**
8.	Earnest Money Deposit (Refundable)	Rs.10,000/- (Rupees Ten Thousand Only)
9.	Mode of submission of bids	**Hard copy** **(The bid should be submitted in sealed cover addressed to the Bank at the below mentioned address 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.**

CANARA BANK Chennai 600 018 T.M Section

1. About Canara Bank

1.1. 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 Department of Information Technology wing located at Naveen Complex, No.14, M G Road, Bengaluru-560001.

1.2. The Bank is having pan India presence of more than 9714 branches, 24 Circle offices and 176 Regional Offices situated across the States. The Bank also has offices abroad in London, Dubai and New York.

1.3. 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 Recyling 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

CANARA BANK Chennai 600 018

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 Tritech 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 in Annexure II 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.

Note: Kindly contact Concerned official before visiting the location.

4.5. To Lift the Old/ Obsolete/ Unusable Computer Hardware Items lying at Canara Bank, as per Annexure II. 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.

CANARA BANK Chennai 600 018 T M Section

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, Chennai may cancel the RFQ.

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 addressed to the Bank at the following address within the date and time specified in the (Bid details in Brief) above.

The Senior Manager
Canara Bank
Technology Management Section,
Circle Office Chennai,
524, Annasalai, Teynampet,
Chennai- 600018
Phone No: 9790920416
Email: tmscochn@canarabank.com.

CANARA BANK • केनरा बैंक • Chennai 600 018 • TM Section Circle Office

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 Chennai Circle"** 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.10,000/- (Rupees Ten Thousand Only) by way of Demand Draft drawn on any scheduled bank in favour of Canara Bank, payable at Chennai 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.

CANARA BANK Chennai 600 018

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, Chennai shall have the right to cancel the bid and retender by excluding the H1 Bidder.

Technology Overseeing Executive

पी. श्रीनिवास/P. SRINIVAS
वरिष्ठ प्रबंधक
Sr. General Manager
ई.सं.[illegible]/3578

CANARA BANK • केनरा बैंक • Chennai 600 018 • TM Section, Circle Office

केनरा बैंक Canara Bank

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 Chennai Circle.

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

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.	All in one pc	80		18		
2.	PB printer	18		18		
3.	Laserjet printer	43		18		
4.	CPU	38		18		
5.	Desktop pc	28		18		
6.	Flatbed scanners	12		18		
7.	Keyboard & Mouse	80		18		
8.	Biometric scanner	30		18		
9.	Modem	218		18		
10.	Switch	22		18		
11.	Router	35		18		
12.	ATM	11		18		
13.	PUM	32		18		
14.	Coin Vending Machine	16		18		
Total Items		663	Total Cost (Incl. of Taxes)			
			Total Cost (Excl. of Taxes)			

Note:

CANARA BANK Chennai 600 018

- ✓ 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 :

CANARA BANK Chennai 600 018 T.M Section

केनरा बैंक Canara Bank

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.	Items for Disposal	Contact Person Details
1	CHENNAI KOYAMBEDU DP:16031 #33/56, RAGHAVENDRA COLONYKALIAMMAN KOIL STREET, VIRUGAMBAKKAM,	PUM	PRASANTH RAJ J T, Contact:919884950454
2	CHENNAI AMINJIKARAI DP:16021 NEW NO.6,OLD NO.20, GOVINDAN STREET,AYYARAO COLONY, AMINJIKARAI,MADRAS,	PUM	BASAPPA G, Contact:918105187789
3	CHENNAI BROADWAY DP:1374 NO 168(OLD NO 120), PRAKASAM SALAI, BROADWAY,	PUM	PRATEEP ROY K P, Contact:919946665345
4	CHENNAI MYLAPORE DP:915 129, Royapettah High Road, Mylapore,	PUM	VIKASH KUMAR Contact:919977863256
5	PERUNGALATHUR-II DP:16115 # 23, SRINIVASA RAGHAVAN ROAD,	PUM	ANANTHI I, Contact:919500677692
6	CHENNAI OT AMBATTUR DP:16105 37A, SARANGAPANI STREET, KRISHNAPURAM,	PUM	JAYANTH, Contact:919566220620
7	CHENNAI PADI DP:2412 #3, M.T.H ROAD, PADI,	PUM	PURUSHOTHAM Contact:919535409666
8	MADARPAKKAM DP:1336 365, Madarpakkam High Road,	PUM, 10 HW ITEMS	TADUVAYI SHASHI SEKHAR, Contact:917330670218
9	PONNERI DP:3725 #244, HARIHARAN BAZAAR STREET	PUM	USHA RANI P, Contact:919360072101
10	THIRUMAZHISAI DP:3752 114-A, Thiruvallur High Road,	PUM	HIMA SUBASH Contact:919742095546
11	ARACHALUR DP:1029 #F46/1 A, Erode Main Road,	PUM	SINDHUMATHI SELVARAJ, Contact:919900195408
12	ERODE KARUNGALPALAYAM DP:1848 Raj Nivas 207, Cauvery Road, Karungalapalyam,	PUM	GANESH KUMAR M, Contact:919566643438
13	AGARAMSIGOOR DP:1788 #1/266 Arivagam Bldg Ariyaloor Main Road,	PUM	PURUSHOTHAMAN P, Contact:919003597069
14	SENDAMANGALAM DP:1220 #3, West Bazar Street, Sendamangalam	PUM	G SUGANYA, Contact:918610782455
15	TIRUCHENGODE DP:1272 26 Shankari Road,	PUM	SU SAUNTARYA, Contact:919500852175

CANARA BANK Chennai 600 018 T.M Section, Circle

16	PENNADAM DP:1233 37, 37 A, East Raja Street,	PUM	DEEPAK KUMAR Contact:919467728163
17	MANGALUR DP:1494 374/23, Middle Street,	PUM	SOLLINSELVAN M S, Contact:919840314402
18	PANRUTI DP:2754 #18, Kamarajar Nagar, Annai Indira Gandhi Salai,	PUM	MANJUNATHA K B, Contact:919900343202
19	CHIDAMBARAM DP:2924 #15 NORTH CAR STREET	PUM	MANNAR MANNAN S, Contact:917708436155
20	ELAMPILLAI DP:1048 #152 A, New Road,	PUM	D BHARGAVA SUDHEER Contact:919004435045
21	KONDAPPANAICKANPATTY DP:16295 SY.NO.93/1, WARD NO.7, YERCAUD MAIN ROAD,	PUM	SARAVANAN S, Contact:916381256132
22	TRICHY K K NAGAR DP:8605 SARANYA COMPLEX, 2, MAHALAKSHMI NAGAR, EVR STREET,K K NAGAR,	PUM	SHOBANA P Contact:917010102110
23	UTHIRAMERUR DP:1268 #45, Bazar Street,	PUM	P KRANTHI CHAITHANYA, Contact:919866189848
24	SRIPERUMBUDUR DP:2926 #9, Bangalore Main Road,	PUM	MALLIKA MUPPALA, Contact:919493130782
25	PERIAMITTUR DP:1668 Bank Street, Via Vennampalli	PUM	SARAN, Contact:917708688999
26	KAVANUR DP:3169 604/2, Kannamangalam Road,	PUM	RAJESHWARI J, Contact:917548875531
27	GUDIYATHAM DP:950 Plot #9, Police Line Street, Thalayattam Bazaar,	PUM	MARKAPURAM SAINATH REDDY, Contact:919491844819
28	ANAIKATTU DP:954 BDO OFFICE ROAD,	PUM	PRABHU D, Contact:919585339436
29	KUGAIYANALLORE DP:4012 #418A, Arunachaleswar Nagar, Ponnai Kootu Road, Galivarthangal Road,	PUM	SARAVANAN M, Contact:919486330619
30	CHENNAI PERAMBUR BARRACKS ROAD DP:970 Old No.145, New No.60, Perambur Barracks Road, Vepery Post,	ATM	SAMUNDEESWARI C, Contact:918610482684
31	SALEM ALAGAPURAM DP:1225 Sri Sarada Vidalaya Girls High School Campus, Fairlands, Alagapuram,	ATM	R MATHIVANAN Contact:919445480233
32	SALEM ALAGAPURAM DP:1225 Sri Sarada Vidalaya Girls High School Campus, Fairlands, Alagapuram,	ATM	R MATHIVANAN Contact:919445480233
33	VILLUPURAM DP:2697 I Floor, 21/6, Trichy Chennai Trunk Road,	ATM	JOTIBA KAMBLE, Contact:917795563990

CANARA BANK Chennai 600 018

34	CHENNAI ARMENIAN STREET DP:16000 69,ARMENIAN ST.P.B.NO 1543,	ATM	SOWMYA KANCHARLA, Contact:919742690791
35	CHENNAI VILLIVAKKAM-II DP:16042 #12/2,PHASE 1, SIDCO NAGAR, VILLIVAKAM,	ATM	MAMIDISETTI N VENKATESH, Contact:919573584651
36	CHENNAI KOLATHUR DP:16062 1157A, IST MAIN ROAD, POOMPUHAR NAGAR, KOLATHUR,	ATM	GAYATHRI S, Contact:919940218600
37	KRISHNAGIRI-II DP:16177 D. NO.543, GANDHI ROAD, KRISHNAGIRI,	ATM	R SRIDHAR, Contact:919884536667
38	TRICHY REGIONAL OFFICE, Muthiah Towers Royal Road, Cantonment, Trichy - 620001	246 HW ITEMS	AMARNATH Contact: 7845290777
39	ERODE REGIONAL OFFICE, #45, (Near Erode Bus Stand), Sathi Road (VCTV Road), Veerappanchatram, Erode,638005	55 HW ITEMS	KANAGARAJ Contact: 8778869676
40	CHENNAI CIRCLE OFFICE, NO: 524, ANNA SALAI, TEYNAMPET, CHENNAI-600018	3 PUMs, 3 ATMs and 309 HW ITEMS	SUNIL V KUMAR Contact: 9790920416

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

S.No	Hadrware Description	Total Items
1.	ALL IN ONE PC	80
2.	PASSBOOK PRINTER	18
3.	LASERJET PRINTER	43
4.	CPU	38
5.	DESKTOP PC	28
6.	FLATBED SCANNERS	12
7.	KEYBOARD&MOUSE	80
8.	BIOMETRIC SCANNER	30
9.	MODEM	218
10.	SWITCH	22
11.	ROUTER	35
12.	ATM	11
13.	PASSBBOK UPDATE MACHINE	32
14.	COIN VENDING MACHINE	16
15.	**Total**	**663**

CANARA BANK Chennai 600 018