

REQUEST FOR PROPOSAL (RFP)  
FOR

Disposal of Old / Unusable / Obsolete Computer Hardware E-waste  
Lying at Canara Bank Regional Office, Tumakuru and branches coming under Tumakuru  
Regional Office and located in Tumakuru District

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

Issued By :  
Canara Bank  
Technology Management Section  
Bengaluru Circle Office  
BENGALURU

Address: CANARA BANK, BENGALURU CIRCLE OFFICE  
SPENCERS TOWERS, NO 86, M G ROAD, BENGALURU - 560001

Phone No: 080- 25008800 - Ext 130 / 25310036

Email : [blrtms@canarabank.com](mailto:blrtms@canarabank.com)

Email : [blrrnap@canarabank.com](mailto:blrrnap@canarabank.com)



Details in Brief

SL. No.	Description	Details
1	RFP NO. and Date	07/2020-21 dated 23 Feb 2021
2	Location Address for submission of Bids [ Address for Communication ]	The Senior Manager Canara Bank, T M section Circle Office, BENGALURU Spencer Towers No 86, M G ROAD. PIN - 560001  Tel - 080-25008800 EXTN -130 E-mail - blrtms@canarabank.com
3	Date of Issue	23 Feb 2021
4	Last Date of Submission of Queries for pre Bid Meeting	The Pre Bid Queries on RFP may be sent through email or in writing at the address specified above, on or before 25 Feb 2021
5	Date of Pre Bid Meeting	26 Feb 2021 03:00PM
6	Last Date of Submission of Bids	01 Mar 2021 before 05:00PM
7	Date and Time of Opening Bid	02 Mar 2021 03:00PM
8	Date and Time opening of Commercial Bid	02 Mar 2021 03:00PM
9	Cost of Application Money	NIL
10	Earnest Money Deposit ( Refundable )	Rs 20,000/- Rupees Twenty Thousand Only ( Excl GST )
This Document can be downloaded from Bank's website <a href="http://canarabank.com/english/announcements/tenders">http://canarabank.com/english/announcements/tenders</a>		



## A. Instructions to Bidders (ISB)

**Disposal of Old / Unusable / Obsolete Computer Hardware E-waste  
Lying at Canara Bank Regional Office, Tumakuru and branches coming under Tumakuru  
Regional Office and located in Tumakuru Dist**

1. **Introduction :** Canara Bank, Bengaluru Circle Office intends to dispose Old / Unusable / Obsolete Computer Hardware e-waste (identified by Bank) Lying at Canara Bank Regional Office Tumakuru and branches coming under Tumakuru Regional Office and located in Tumakuru District.

For this, sealed price quotations are invited from the Empanelled vendors for participation in the Tender process.

2. **Scope of Work :**

- 2.1. Scope includes collecting & purchasing old/unusable/obsolete computer hardware e-waste (*identified by the Bank for disposal*) from Canara Bank Regional Office and branches coming under Tumakuru Regional Office and located in Tumakuru District.

3. **Eligibility Criteria:**

- 3.1. This RFP is limited to the Empanelled vendors for disposal of E-Waste with Canara Bank.
- 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 RFP. The copy of the certificate should be submitted along with the bid.
- 3.3. The Empanelled vendors quoting for this RFP should agree to the condition to "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 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 per e-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.
- 4.4. **Price Schedule (Commercial Offer)** is attached with this Tender notice as **Annexure-IV**.
- 4.5. The empanelled vendors may inspect the items on or before 26 Feb 2021 before 02:00 PM and satisfy themselves about the items for which they are bidding for. Computer Hardware e-waste identified for disposal is lying at Canara Bank Regional Office, Tumakuru and branches coming under Tumakuru Regional Office and located in Tumakuru District. E-Waste can be inspected at Tumakuru Regional Office 3rd Floor, Maruthi Towers, Near SIT Main Gate, B.H Road, Tumkur-



572103. Refer - Annexure-V. Items are to be taken from locations given in annexure -Annexure-VI by the successful Vendor.

- 4.6. 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.
- 4.7. All expenses pertaining to collecting, transporting for disposal (*as per govt. guidelines*), is to be borne by the successful bidder.
- 4.8. Item shall be sold to the bidder with highest bid price.
- 4.9. The successful bidder has to remit the total amount incl GST quoted in the bid by way of Demand Draft favoring Canara Bank and send it to our Office or remit the amount to our following account within 07 working days of intimation of being H1 Bidder lest the EMD will be forfeited without any intimation.

Account Name TM Section, Circle Office  
Account No 0404296000007  
Branch - Cantonment Branch, Bengaluru  
IFSC CNRB0000404

- 4.10. The Successful bidder has to lift all the items from disposal site within 2-3 weeks after Issuance of Order. On failure to do so, Canara Bank, T M Section, Circle Office Bengaluru shall have the right to forfeit the entire EMD remitted and Bank may dispose the items through H2/H3 Bidders or any other bidder.
- 4.11. The Successful bidder to comply and ensure with the Tender Clause on degaussing of data as referred in Clause (3.3) above.
- 4.12. 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 assigning any reason, thereby without 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.
- 4.13. Once the Hardware items are handed over to the successful bidder, the same shall not be taken back by the Bank.
- 4.14. All the required documents to transport the E-Waste from Bank's location to bidder's location (complying with the Govt Guidelines), will be arranged from the bidder's side. Bank will only give the required declaration.
- 4.15. 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 (Bid details in Brief) above.

The Senior Manager  
Canara Bank  
Technology Management Section  
Circle Office, No.86, M G Road, Spencers Towers,  
Bengaluru - 560001

Contact Person/s: Mr.C H Babu Mahesh Kumar, Senior Manager /  
Shivaram Bhat -Officer  
Phone No 080- 080-25008800 EXTN -130 / 25310036



**6. Bid System Offer:**

6.1. The response to the RFP 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.
- 6.1.2. **Commercial Bid:** Furnishing all relevant information as required as per Bill of Material as per Annexure-IV.
- 6.1.3. Both the bids sealed and covered should be put in a closed envelope and should be super scribed as "Offer for Disposal of Old / Unusable / Obsolete Computer Hardware e-waste lying at Canara Bank Regional Office, Tumakuru and branches coming under Regional Office Tumakuru located in Tumakuru District on the top of the envelope.
- 6.1.4. The envelope shall bear the RFP No, RFP Details, name & complete postal address of the bidder and 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, erasures 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 or in response to a clarification requested by prospective empanelled bidder, may modify the bidding document, by amendment.
- 7.2. Notification of amendments will be made available on the Bank's website (i.e. <http://www.canarabank.com/english/announcements/tenders>) 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.20,000/= (Rupees Twenty thousand Only)** by way of Demand Draft drawn on any scheduled bank in favor of Canara Bank, payable at Bengaluru and should be kept along with the Bid or remit the EMD amount to our following account by NEFT before the last date mentioned for submission of the Bid.

Account Name TM Section, Circle Office  
Account No 0404296000007  
Branch - Cantonment Branch, Bengaluru  
IFSC CNRB0000404

The EMD of the un- successful Bidders will be returned upon the H1 Bidder accepting the order. All Bids to be accompanied with a copy of cancelled Cheque for the purpose of returning the EMD amount.



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 and make the full bid amount within 7 working days in accordance with the terms of the RFP or fails to lift the items within 2-3 weeks after issuance of order.

The Offer submitted and the prices quoted therein shall be valid for 30 days from the date of opening of Commercial Bid. Bid valid for any shorter period shall be rejected by the Bank.

9. **Price Composition:**

- 9.1. The price quoted should be only in Indian Rupees.
- 9.2. The bidder has to give price of all the items separately, as mentioned in Bill of Material as per Annexure-IV.
- 9.3. The bidders should alone bear the expenses like transportation, loading/unloading charges etc.
- 9.4. The bidder has to quote applicable GST as mentioned in the Bill of Material.

10. **Opening of Bids:**

- 10.1. Techno-Commercial offer will be opened in our office as per date/time mentioned in the Bid details in Brief.
- 10.2. 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.
- 10.3. Non-attendance at the bid opening will not be a cause for disqualification of a bidder.

11. **Evaluation Criteria:**

- 11.1. Bids which are qualified in Eligibility/Technical Criteria would be considered for Commercial Evaluation.
- 11.2. 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.
- 11.3. After completing the above process, the Bank will declare H1, H2, 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 Bengaluru shall have the right to dispose the items to H2/H3 bidder or any other bidder on matching the H1 (Highest) prices.



**Annexure-IV**

**Bill of Material**

**Price Schedule for Hardware items to be disposed**

To,

The Senior Manager

Canara Bank

Technology Management Section

Bengaluru Circle Office

Spencers Towers, No. 86, M G Road, Bengaluru - 560 001

We declare that we have inspected the hardware items and are interested to purchase the same on "As is where is Basis". Our offer for the items is as below:

Sl No	ITEM NAME	QTY	Unit Price Rs.	Total Cost Rs.	Applicable GST	Total Cost with GST
1	CPU	246				
2	TFT MONITOR	240				
3	DOT MATRIX PRINTER	49				
4	PASS BOOK PRINTER	62				
5	BAR CODE MACHINE	03				
6	LASERJET PRINTER	44				
7	INKJET PRINTER	04				
8	SCANNER	18				
9	LINE/ HIGH SPEED PRINTER	07				

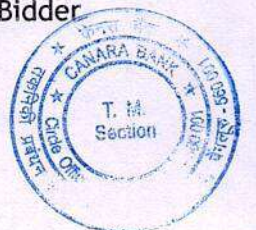
**Note:**

- 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.
- The bidder has to quote for each line item.
- The Unit Cost should be given in full INR (i.e. without decimal places).
- In case of discrepancy between unit price and Total price, the unit price shall prevail.
- 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.

Place:

Date: \_\_\_\_\_

Seal & Signature of Authorized signatory of the Bidder



**Annexure-V**

**Details of the Bank Locations (Branches/Offices) where the E-Waste is available for Inspection.**

SI No	Details of Canara Bank Office where the E-Waste is available for Inspection.	Contact Person Details
1.	Canara Bank Regional Office, Tumakuru 3rd Floor, Maruthi Towers, Near SIT Main Gate, B.H Road, Tumakuru-572103	Mr. Madhusudan- 9916990096

Kindly note - Successful Bidder has to lift the E-Waste from location as mentioned in annexure- **Annexure-VI**

तकनीकी प्रबंधन अनुभाग  
अंचल कार्यालय  
बेंगलूर

TM Section  
Circle Office  
Bangalore

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## Annexure-VI-

Details of the Bank Locations (Branches/Offices) from where the E-Waste has to be lifted. Contact Numbers of the branches will be shared to H1 Bidder along with order copy.

### Annexure-VI TO RFP TUMAKURU RO AND BRANCHES

Sl No	Address
1	Canara Bank Regional Office, Tumakuru 3rd Floor,Maruthi Towers,Near SIT Main Gate, B.H Road,Tumakuru-572103
2	CANARA BANK,MCB,KHATA NO.720/710,ADJACENT TO MAIN ROAD,SIT LAYOUT,TUMKUR DIST,KARNATAKA-572102
3	CANARA BANK RETAIL ASSESTS HUB, KHATA NO.710720, MARUTHI TOWERS, B H ROAD , KUVEMPUNAGAR POST - 572103
4	CANARA BANK MAIN BRANCH (E-SYNDICATE) PADMALAYA,BNP COMPOUND,M G ROAD,TUMKUR,KARNATAKA,572 101
5	CANARA BANK, SOMESHWARA EXTENSION NO.2141, 15TH CROSS, , TUMKUR - 572 102
6	CANARA BANK, ASHOK NAGARA BRANCH, OPP GOVT COLLEGE ROAD, BH ROAD, TUMKUR, KARNATAKA-572104
7	CANARA BANK, ASHOK NAGAR H300 BALLAKURAYA HOTELS P.LTD,B.H.RD,OPP.S.I.T.,TUMKUR, ASHOK NAGAR 572103 KARNATAKA
8	CANARA BANK, TUMKUR MAIN BRANCH BESIDE KSRTC BUS DEPOT, BASAWESHWARA ROAD, BEHIND PVT BUS STAND, TUMKUR TUMKUR DIST, KARNATAKA- 572101
9	CANARA BANK, ANTHRASANAHALLI SME BRANCH, PLOT NO 136 P 1, KIADB INDUSTRIAL AREA, TUMKUR DIST, ANTHRASANAHALLI, KARNATAKA 572106
10	CANARA BANK, KYATHASAMDRA BRANCH RAVIDARSHAN ARCADE, NH4, SERVICE ROAD, KYATSANDRA - 572104, TUMKUR,
11	CANARA BANK, KYATHSANDRA BRANCH (E-SYNDICATE) NO 733,SRI SIDDAGANGA MUTT ROAD,NEAR BUS STAND, KYATHASANDRA, TUMKUR DIST KARNATAKA,572104
12	CANARA BANK, SSIT CAMPUS,MARALUR,,TUMKUR,KARNATAKA,572105
13	CANARA BANK, SRI SIDDHARTH MEDICAL COLLEGE,AGALKOTE PO,BHIMASANDRA,TUMKUR,KARNATAKA,572101
14	CANARA BANK, SRI DEVI CHARITABLE TRUST, SRI DEVI ENGINEERING AND MEDICAL COLLEGE, SIRA ROAD, TUMKUR
15	TUMKUR JAYNAGAR, SITE NO 1, SHTTYHALLI MAIN ROAD JAYANAGAR WEST, TUMKUR - 572102, TUMKUR DIST
16	CANARA BANK,B H ROAD, TIPTUR, KARANATAKA-572201
17	CANARA BANK (e-SYNDICATE) B H ROAD,PB NO 24,,TIPTUR,KARNATAKA,572201
18	CANARA BANK ECHANUR (E-SYNDICATE), VIA TIPTUR YUMKURECHANUR KARNATAKA572202

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19	CANARA BANK (E-SYNDICATE) KALPATHARU VIDYA SAMSTHA, B H ROAD, TIPTUR,, KARNATAKA, 572202
20	CANARA BANK, KUNIGAL, OPP T M C OFFICE, B M ROAD, KUNIGAL, KARNATAKA-572130
21	CANARA BANK, NEDAMAVINAPURA, KHATA43/2910, NR MASIDI AND GOVT SCHOOL, YEDIYUR, TUMKUR DIST., KARNATAKA-562130
22	CANARA BANK YADAVANNE, (E-SYNDICATE) MAIN ROAD, DODAMMA NILAYA,, KUNIGAL TALUK, TUMKUR(DT), , KARNATAKA, 572 111
23	CANARA BANK (e-SYNDICATE) NO.1809/A, 1632/AB M ROADK R S AGRAHARAKUNIGAL572130
24	CANARA BANK KORATAGERE , 505/463 M G COMPLEX, 1ST FLOOR, MAIN ROAD, TUMKUR DIST., KORATAGERE, KARNATAKA-572129
25	CANARA BANK, MADHUGIRI BRANCH AMMAJI ARCADE COMPLEX, TUMKUR GATE CIRCLE, MADHUGIRI, TUMKUR DIST KARNATAKA 572132
26	CANARA BANK MADHUGIRI (E-syndicate) NO 62, OPP RAGHAVENDRA NURSING HOM, NEAR TUMKUR, TOLL GATE, MADHUGIRI , KARNATAKA, 572132
27	CANARA BANK, PAVAGADA BRANCH KHATA NO 5785/2379.1 ST FLOOR, PRAKUTHI BOARDING & LODGING, KUVEMPU ROAD, PAVAGADA TUMKUR DIST KARNATAKA 561202
28	CANARA BANK Y N HOSKOTE SREE AMBEDKAR BUILDING, D.NO.410, M.G.ROAD, Y.N.HOSKOTE
29	CANARA BANK CHELUR, MASTER COMPLEX, MAIN ROAD. CHELUR, TUMAKURU DIST, KARNATAKA
30	CANARA BANK GUBBI BRANCH 3RD CROSS, MAHALAXMI NAGAR OPP TRAVELLERS BUNGALOW M G ROAD, GUBBI TOWN - 572216
31	CANARA BANK GUBBI (E-SYNDICATE) 3083/A/2821 B H ROAD, GUBBI TUMKUR KARNATAKA 572216
32	CANARA BANK SIRA BRANCH, RAGHAVENDRASWAMY TEMPLE ROAD SIRA KARNATAKA
33	CANARA BANK SIRA (E-SYNDICATE) 1389/2277/7111 DR. AMBEDKAR ROAD GANDHINAGAR SIRA 572137
34	CANARA BANK MADALUR, MADALUR, SIRA TQ, TUMKUR DST
35	CANARA BANK MANANGI, 102 NH 4, TAVAREKERE MAIN ROAD, NEAR BSNL TOWER, MANANGI, TUMKUR, KARNATAKA - 572139
36	CANARA BANK BUKKAPATNA SITE NO 950/1A/296/3, BUKKAPATNA-572115 SIRA DIS TUMKUR DISTRICT
37	CANARA BANK TAVAREKERE, GOVINDAPPA BUILDING, MAIN ROAD, NH-4, TAVAREKERE, TUMKUR DISTRICT, KARNATAKA 572122
38	CANARA BANK BARAGUR, NO 185, SIRA, HAROGERE RD, BARAGUR TUMAKURU DISTRICT
39	CANARA BANK, DODDALADAMARA BRANCH, HANUMANTHA NAGARA MAIN ROAD KALLAMBELLA HOBLI SIRA TALUK TUMKUR KARNATAKA 562117

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40	CANARA BANK, KALLAMBALLA, NO.36, KAVITHA NILAYA, NATIONAL HIGHWAY-4, KALLAMBALLA, TUMAKURU DISTRICT
41	CANARA BANK CHIKKANAHALLI, 92/B, KHATA NO 197/197, HALENAHALLI ROAD, CHIKKANAHALLI, TUMAKURU DISTRICT
42	CANARA BANK GIRIYANAHALLI (e-syndicate) BANGALORE PUNE HIGH ROAD,,,NELAHAL POST, TUMKUR (DIST), KARNATAKA -572128
43	CANARA BANK BADAVANAHALLI BRANCH 571313 2A 600 31 A DODDERI HOBLI BADAVANAHALLI VILLAGE MADHUGIRI TALUK TUMKUR KARNATAKA
44	CANARA BANK 9E-SYNDICATE) GURGADAHALLI, TIPTUR TALUK, TUMKUR DIST, GURUGADAHALLI, KARNATAKA, 572202
45	CANARA BANK, NAGASANDRA (E-SYNDICATE), TUMKUR DIST, KARNATAKA, 572134
46	CANARA BANK TURUVEKERE, TIPTUR TURUVEKERE ROAD, TURUVEKERE TUMAKURU DIST - 572227
47	CANARA BANK, MAVINAKERE, , TURUVEKERE TALUK, TUMKUR-572135
48	CANARA BANK, HULIYAR BRANCH, H V GOVINDDARAJU SHETTY BUILDING, SLR COMPLEX, BH ROAD, HULIYAR, TUMAKURU DIST
49	CANARA BANK MATHIGHATTA, LAXMI RANGANATHA COMPLEX, NEW BUS STAND, MATHIGATTAH, TUMAKURU DISTRICT
50	CANARA BANK CHIKKANAYAKANAHALLI, 95/96 KUNCHAM CLDG B H ROAD CHIKKANAYAKANAHALLI KARNATAKA, TUMAKURU DIST
51	CANARA BANK, BARAGUR, NO 185, SIRA, HAROGERE RD, TUMAKURU DIST
52	CANARA BANK PATTANAYAKANAHALLI, DR. CHICKABHANUMAI AH S PREMISES, MAIN ROAD, PATTANAYAKANAHALLI 572135 TUMAKURU DISTRICT
53	CANARA BANK, KODINAGASANDRA T B CROSS, SARAVANAHALLI VPO, MAYASANDRA HOBLI, TURUVEKERE TALUK, TUMKUR DIST, KARNATAKA 572221
54	CANARA BANK, AMRUTHUR, PANCHYAT MAIN ROAD, MARKONHALI-HULIYUR, DURGA ROAD, 572111 TUMAKURU DISTRICT
55	CANARA BANK, HULIYURDURGA NO.70, KODAVATHI ROAD, HULIYURDURGA 572111, TUMAKURU DISTRICT
56	CANARA BANK, HUNISEHALLY, SIRA TQ, TUMKUR DIST, HUNISEHALLY RD, AMRUTHUR, TUMAKURU DISTRICT
57	CANARA BANK, BYRANAHALLI CROSS, ARASPURA POST, KORTAGERE TALUK, TUMKUR 572135
58	SHOP NO 13, 14 & 15, BASAWESHWARA COMPLEX, KHATHA NO. 400, NH-206, K B CROSS, TUMAKURU DIST- 572114

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