



தொழிலாளர் அரசு காப்பீட்டுக் கழகம்
(தொழில் வேலைவாய்ப்பு அமைச்சகம், இந்திய அரசு)
कर्मचारी राज्य बीमा निगम
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE CORPORATION
(Ministry of Labour & Employment, Govt. of India)



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No. 513-D/29/12/(1)/1/2024/CT

Date : -10-2025

**NOTICE INVITING E-TENDER THROUGH GeM PORTAL(FORWARD AUCTION) FOR
DISPOSAL OF E-WASTE - OBSOLETE IT EQUIPMENT / ELECTRONIC ITEMS**

Employees' State Insurance Corporation, Hospital, Tirunelveli (here after will be referred as ESIC Hospital, Tirunelveli) invites online tenders for disposal of e-waste – obsolete IT Equipment / Electronic items mentioned in Table below from registered Recycler / Preprocessors of E-waste registered with Central Pollution Control Board (Ministry of Environment & Forest, Government of India) or with Tamilnadu / State Pollution Control Board on "AS IS WHERE IS" basis.

Sl. No	Item	Quantity
1.	N-Computing Device with 15"LCD Monitor	130 Nos
2.	Numeric UPS – 600 EX	134 Nos
3.	All in One Printers	34 Nos
4.	Laser Jet Printers	18 Nos

Desirous companies / Dealers may download the tender document form and other details from <https://www.esic.gov.in/tenders> and GeM portal <https://forwardauction.gem.gov.in/>

Important dates of tender related activities are as under:

Sl. No	Description	Details and dates
1	Available items can be inspected at	ESIC Hospital, Vannarpettai, Tirunelveli
2	Forward Auction Publishing date	15-10-2025
3	Forward Auction submission Start Date	15-10-2025
5	Inspection of items Date and Time	23-10-2025 to 25-10-2025 09.00 am to 04.00 pm
6	Submission End Date	28-10-2025
7	Forward Auction Opening Date	29-10-2025

ELIGIBILITY CRITERIA

The ESIC Hospital, Tirunelveli has set up minimum eligibility criteria for the bidding purpose. All bidding parties must meet following criteria before they apply for the bid. The bidding parties meeting the criteria must enclose self- attested photocopies of supporting documents along with the proposal, failing which their bids will be summarily rejected and will not be considered any further.

Mention Page Numbers

SI No	Pre-qualification criteria	Documents to be provided	Attached (Y/N)	Page No.
1	The bidder must be a company registered under the companies Act, of India / State. Documentary (Certificate of incorporation) evidence to be submitted Registration Certificate to do the business for this service.	Certificate of Commencement of business, Certificate consequent to change of name, if applicable		
2	The bidder must be a registered Recycler / preprocessors of E-waste registered with Central Pollution Control Board (Ministry of Environment & Forest, Government of India) or with Tamilnadu / State Pollution Control Board	Provide certificate		
3	They should be registered with Income Tax and Goods and Service Tax.	PAN Card GST certificate		
4	Bidder's Details Annexure -II			
5	Declaration of Bidder Annexure -III			
6	Declaration of blacklisting/Non-Blacklisting - Annexure -IV			
7	Earnest Money Deposit (EMD)	EMD Amount as per GeM Forward Auction	Y/N If No, submit copy of MSME Certificate	Separate cover

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

TENDER TERMS AND CONDITIONS:

1. The registration certificates mentioned above must have the validity on the date of e-Auction and on the date of delivery.
2. Non submission of a valid license will render the tender as invalid and will be summarily rejected. Tenders are to be submitted online only through e-procurement portal.
3. Incomplete and conditional tenders, late or delayed tenders will summarily be rejected. ESIC Hospital, Tirunelveli reserve the right to accept or reject any quotation fully or partly without assigning any reason.
4. Earnest Money Deposit Rs. 1312/- as applicable in the form of Demand Draft/Pay Order from a commercial bank drawn in favour of "ESIC Fund A/c No.1", payable at Tirunelveli".
5. In the absence of EMD, the tender shall be rejected. The earnest money shall be refunded to the unsuccessful tenderers after finalization of the contract. The EMD of the successful bidder can be adjusted at the time of the final payment of the tender value.

EMD is liable to be forfeited in the event of

- Withdrawal of Offer during validity of Tender.
 - Non acceptance of orders.
 - Non-confirmation of acceptance of orders within the stipulated time.
 - Any unilateral revision made by the tenderer during the validity period of the tender.
 - Non-executing of the documents after acceptance of the contract due to any dispute of the tenderer or any reason whatsoever.
6. The tenderers must affix their seal and signature at the bottom of all the pages of tender document.
 7. The agency may visit the office before submitting the quotation in order to acquaint with the access of terms and inspect the items to be disposed and obtain other connected information.
 8. Validity of the Sale Order: The sale order will be valid for a period of 30 (Thirty) days from the date of award.
 9. The tenderer shall arrange at their-own cost and risk for lifting of disposed items.
 10. PAYMENT: The successful tenderer shall make full payment in advance in the form of Demand Draft / Pay Order in favour of "ESI Fund Account No. 1" payable at Tirunelveli, before lifting disposed items.
 11. In case of any dispute, difference or objection with regard to any question, claims, right mater or anything whatsoever in any way arising out of, or relating to the contract shall be referred to the sole Arbitration of any Officer appointed by the Medical Superintendent, ESIC Hospital, Tirunelveli at the time of reference. The deduction of the Arbitration so appointed shall be final and binding on both the parties of the contract. The arbitration proceeding shall be conducted as per Indian Arbitration Act, 1950. The place of arbitration is Tirunelveli.
 12. The bids will be opened at the specified date and time in the presence of attending bidders. To assist in the scrutiny, evaluation and comparison of bids, ESIC Hospital, Tirunelveli may, at their discretion, request clarifications / further documents on the bid from the bidders.
 13. The list of items to be disposed of is mentioned in Table in Page No. 1. Bidders are requested to submit the financial bid details online in the GeM portal.
 14. The financial bids will be evaluated based on total amount as given on above table. The overall highest amount will be considered for award of the contract provided requisite EMD and valid e- waste license is submitted by the bidder.

INSTRUCTIONS TO BIDDERS

1. The firms registered with NSIC / MSME are exempted from the payment of EMD. Copy of valid certificate must be submitted with technical bid.

2. EMD of unsuccessful bidder will be returned within two weeks after issue of delivery order to the highest bidder.
3. EMD of the successful bidder will be refunded after the completion of delivery process.
4. GST / Taxes as applicable in addition for the quoted sale price shall be borne by the Bidder separately. Taxes & duties that may be levied by the Government will be extra as applicable and shall be borne & deposited by the highest successful bidder before lifting of materials. GST as applicable will have to be deposited by the highest bidder over and above the bid amount before lifting the material.
5. The sale price offer quoted should be in multiples of hundreds only (such as 20,50,600/-, 23,45,700/-, 27,31,100/- etc.)
6. The Quantity of items shown is indicative, ESIC Hospital, Tirunelveli reserves the right to add / delete / modify the quantity as found necessary.
7. The quantity of the items indicated in the list is approximately mentioned for finalizing tender and sale will be effected at actual quantity at the time of taking delivery.
8. The inspection of material by the prospective bidders or their representatives are allowed in the premises of ESIC Hospital, Tirunelveli between 09.00 am to 04.00 pm on 23-10-2025 to 25-10-2025 by contacting Deputy Director (ICT), ESIC Hospital, Tirunelveli.
9. The successful tenderer with highest bid will be issued a sale / work order and shall have to make full payment (Less the EMD) in the form of Demand Draft / Pay Order in favour of "ESI Fund Account No. 1" payable at Tirunelveli for the quantity at the quoted rate, within 7 days from the receipt of Sale / Work order. Any additional payment if required, the same shall be made to ESIC Hospital, Tirunelveli before taking delivery of the material. Only after receipt of total sale price, necessary delivery order will be issued by the ESIC Hospital, Tirunelveli.
10. In case the bidder fails to pay the full amount within 7 days of receipt of sale order, his EMD is liable to be forfeited and his bid will be cancelled.
11. The bidder should take delivery of the items within 7 days from the date of Delivery Order, failing which 2% of bid order value per day will be charged extra after the stipulated time. In case of failure in depositing the full money and non-lifting of the material within the stipulated period, EMD will stand forfeited.
12. Obtaining all statutory approval from the Govt. / Local bodies/ Police / Traffic wing required for purchase or clearing of materials is the sole responsibility of the purchaser only. ESIC cannot be held responsible for any delay or lapses in this regard.
13. All labour, tools and equipment for loading the items from Site to buyer's vehicle with all leads, lifts, etc., shall be at the cost of the buyer.
14. The material shall be collected in vehicle licensed to carry such products.
15. The buyer will arrange to remove the materials sold to him and clear the site within the stipulated period mentioned.
16. The personnel employed for the disposal action (job) shall strictly obey the Safety Rules while working in ESIC Hospital, Tirunelveli.
17. The job shall be done without damaging the premises / roads / drains / etc. The buyer shall make good the damages, loss, etc., in the event of any occurrence otherwise.
18. All heaps of scrap materials shall be inspected by the intending purchaser before making an offer. Once an offer is accepted, purchaser will have to take delivery of the goods, notwithstanding all the faults and flaws, if any, in the condition or description etc. of the goods irrespective of whether it was actually inspected or not. No selection or sorting whatsoever of the goods will be allowed. The entire lot should be cleared by getting proper Gate Pass from the Caretaker through ICT Branch of ESIC Hospital, Tirunelveli Removal and transportation of materials shall be done only during working hours of ESIC. No materials will be allowed to go out after 4.00 PM on week days and 1.00 PM on Saturday. Similarly, no materials will be allowed to go out on Sundays and Holidays. No other material should be removed from the site.
19. Any un-cleared or unnoticed materials left over by the purchaser within the premises cannot be claimed later.
20. No enquiry of bidder shall be entertained once the material is lifted by them.
21. ESIC Hospital, Tirunelveli also reserves the right to accept / reject the offers or cancel the whole tender proceedings without assigning any reason whatsoever. The decision of

- ESIC Hospital, Tirunelveli will be final and binding on the bidder(s). BIDDERS are not entitled to claim any damage or compensation in case of such cancellation.
22. Jurisdiction: The disputes, legal matters, court matters, if any shall be subject to Tirunelveli jurisdiction only.
 23. The E-waste being disposed is to be treated in line with applicable rules / notifications / guidelines etc. as may be prescribed by the Government. The successful bidder shall be responsible to ensure this action.
 24. The successful vendor shall indemnify, protect and save ESIC Hospital, Tirunelveli against all claims, losses, costs, damages, expenses, action suits and other proceedings in respect of the material uplifted from ESIC Hospital, Tirunelveli and recycled / processed by him as per E-waste (management and handling) rules notified by Ministry of Environment and Forests.
 25. At any time ESIC Hospital, Tirunelveli may modify the bidding document by amendment thereto. The amendment will be notified on official website i.e., "www.esic.gov.in" only, which will be binding on bidders. Bidders should regularly visit the above websites to keep themselves updated.

**MEDICAL SUPERINTENDENT
ESIC, HOSPITAL TIRUNELVELI**

Bidder's Details

1	Name of the Firm / Company	
2	Name and Designation of Authorized Signatory	
3	Communication Address	
4	Office Phone No: Mobile No:	
5	Fax: Email ID:	
6	GST Registration Number: PAN Number:	
6A	PCB Certificate Details / Validity	

UNDERTAKING

I, the undersigned certify that I have gone through the terms and conditions mentioned in the bidding document and undertake to comply with them.

Authorized Signatory (signature in full):_____

Name and Title of Signatory:_____

Company Rubber Stamp:_____

DECLARATION

I, _____ Son/Daughter/Wife of _____

Resident of _____

Proprietor / Director /
Authorized Signatory of the Company / Firm, mentioned above, are competent to sign this
declaration and execute this tender document;

I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. 1 to 9 (including all documents like annexure(s), schedules(s), etc.,) which form part of the contract agreement and I/We shall abide hereby by the terms / conditions / clauses contained therein.

The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

The corrigendum(s) issued from time to time by your department/organization too have all been taken into consideration, while submitting this declaration letter.

I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) in it totally / entirely.

I / We have inspected the e-waste items as per list given at Annexure - II of the bid document under e-waste disposal at ESIC and interested in purchasing the same on "As is Where is" basis. I / We also undertake that these items shall be recycled / reprocessed as per e-waste (management and handling) rules notified by Ministry of environment and forests.

In case any provision of this tender is found violated, then your department/organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

CERTIFICATE
DECLARATION REGARDING BLACKLISTING / NON-BLACKLISTING

I /We Proprietor / Partner (s) / Director (s) of M/s. _____
 hereby declare that the firm/ company namely M/s. _____
 _____ has not been blacklisted or debarred in the past by any organization from taking part in
 Government tenders.

Or

I / We proprietor / partner (s) / Director (s) of M/s. _____ hereby
 declare that the firm/ company namely M/s. _____ was
 blacklisted or debarred by any Government Department from taking part in Government tenders
 for a period of _ years w.e.f. _____. The period over on _____ and
 now the firm/ company is entitled to take part in Government tender.

In case the above information found false, I / we are fully aware that the tender/ contract will be
 rejected / cancelled by ESIC Hospital, Tirunelveli shall be forfeited. In addition to the above, ESIC
 Hospital, Tirunelveli will not be responsible to pay the bills for any completed/ partially completed
 work.

Signature: _____

Name: _____

Capacity in which as signed: _____

Name & address of the firm: _____

 Seal of the firm
 should be affixed.

Dated:

Signature of Bidder with seal