भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केंद्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
आयुक्त का कार्यालय OFFICE OF THE COMMISSIONER
केंद्रीय कर और केंद्रीय उत्पाद शुल्क CENTRAL TAX AND CENTRAL EXCISE
कोच्चि आयुक्तालय KOCHI COMMISSIONERATE
सी.आर. बिल्डिंग, आई.एस. प्रेस रोड, कोच्चि C.R. BUILDING, I.S. PRESS ROAD, KOCHI – 682 018
E-mail: cexcochi@nic.in **Phone: 0484-2390404**

F. No. IV/16-19/system/2016-17/E-waste Kochi, Date: As E-signed

TENDER NOTICE

Sub: Disposal of e-waste - old/ obsolete computer hardware and peripherals etc.

Sealed tenders are invited from Dismantler /Recycler of E-waste registered with Central Pollution Control Board or State Pollution Control Board for disposal of old/ obsolete/unserviceable computer hardware (Desktops, Monitors, UPS, Printers etc.). The Tender Document can be downloaded from the website (https://cenexcisekochi.gov.in). There is no fee for Tender Document.

Important dates of tender related activities are as under: -

Sr No.	Description of items	Details
01	Available items can be inspected at	System Section, Office of the Commissioner, Central Tax & Central Excise, Kochi Commissionerate, C R Building, I S Press Road, Kochi – 682018
02	Availability of Tender document	Website(https://cenexcisekochi.gov.in)
03	Cost of Tender Document	Free
04	Period & Time of Inspection	05.01.2026 to 26.01.2026 Timing 11:00 hrs to 16:00 hrs
06	Submission of Tender	On or before 09.02.2026 up to 16:30 hours at "System Section" 2nd Floor, System

		Section, Office of the Commissioner, Central Tax & Central Excise, Kochi Commissionerate, C R Building, I S Press Road, Kochi – 682018
07	Opening of Tender	10th February 2026 at 11:30 hours at, Deputy Commissioner's Office (System Section) 2nd Floor, Office of the Commissioner, Central Tax & Central Excise, Kochi Commissionerate, C R Building, I S Press Road, Kochi – 682018

The Tender, complete in all respects, in sealed envelope addressed to the Deputy Commissioner (Systems), 2nd Floor, Office of the Commissioner, Central Tax & Central Excise, Kochi Commissionerate, C R Building, I S Press Road, Kochi – 682018, on or before 09th February 2026 up to 16:30 hrs.

This issue with the approval of the Commissioner of Central Tax & Central Excise, Kochi Commissionerate.

Note: In the event of any of the above-mentioned dates being declared as a holiday for this office, the tenders/bids will be received/ opened on the next working day at the appointed time.

Digitally signed by
Maya Kurian
Date: 23-12-2025
17:32:30

(MAYA KURIAN)
Deputy Commissioner (Systems)
Kochi Commissionerate

1) The Superintendent (Systems) for uploading the Tender documents on website
2) Notice Board.

Note : The dates/ period are subject to approval of the Competent Authority and publishing of Tender Notice.

Tender for disposal of e-waste, old/ obsolete computer hardware and peripherals etc.

This office intends to dispose of e-waste - old/obsolete/unserviceable computer hardware (Desktops, Printers, UPS etc.) control panels etc.

1. Eligibility Criteria

Bidders must fulfill following eligibility criteria and submit documents mentioned at Annexure-I of this tender document in support of the same as under :-

(a) Must be registered as a Recycler/ Re-processor / Dismantler of e- Waste with Central Pollution Control Board, Ministry of Environment and Forests, Government of India or with the State Pollution Control Board or State Governments dealing with E-waste etc. Bids received from the firms other than so registered will be summarily rejected.

(b) Must not be blacklisted by any Department of the Government of India or of any State/or by any PSU/Autonomous Organization of Government. An Undertaking regarding non- blacklisting of the bidder by any Government Organization must be furnished by the bidder in the tender document in the format given in Annexure - II. Bids without above undertaking will not be considered.

(c) Should be registered with GST with Departments of Government of India / State Governments.

2. Inspection of Items

The inspection of material can be done carefully by the prospective bidders or their representatives at The Office of the Commissioner, Central Tax & Central Excise, Kochi Commissionerate, C R Building, I S Press Road, Kochi – 682018 for which they may contact Shri Gagan Kumar Sidhu, Superintendent (Systems) - Cell No. 8108555972 between 11:00 hours to 16:00 hours from 05th January 2026 to 26th January 2026. Queries may be raised to the concerned Officer at the time of inspection. No further clarification shall be entertained after the above inspection.

3. Earnest Money Deposit (EMD) / Bid Security

No EMD or Bid security is required.

4. Minimum Reserved Price

No minimum reserved price has been kept.

5. Financial Bid

a) The financial bid shall be quoted in the Proforma given at **Annexure - III** of

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this tender document.

b) The Financial bid of only those bidders shall be evaluated who fulfill the eligibility criteria.
c) The bidder shall quote for the whole lot.
d) Any overwriting of / on amount quoted will render the bid to be invalid.
e) GST or any other tax/duty, if applicable shall be borne by the bidder.
f) The rate quoted shall be final.
g) The successful bidder shall be evaluated on the basis of highest quoted price for the whole lot.

6. Submission of Bids

a) The Bid shall be legible, preferably typed/printed and be in English only. All the pages of the Bid should be serially numbered and signed.

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b) Bid may include following documents (to be submitted in separate envelopes):
   i. Eligibility Criteria (Annexure - I).
   ii. Financial Bid (Annexure - III).

Sealed tenders superscripted "Tender for disposal of e-waste" addressed to the Deputy Commissioner (Systems) 2nd Floor, Office of the Commissioner, Central Tax & Central Excise, Kochi Commissionerate, C R Building, I S Press Road, Kochi – 682018, on or before 9th February 2026 up to 16:30 hrs. Bids received after the closing date and time prescribed shall NOT be accepted.

Eligibility Criteria and financial bid shall be submitted in separate envelopes and shall also indicate the name, address and phone number of the Bidder.

7. Opening of Bids

Envelopes containing the eligibility criteria documents shall be opened on 10th February 2026 at 11:30 hrs. Envelopes containing the financial bid shall be opened only for those bidders who successfully qualify the eligibility criteria, on the subsequent day ie. 11th February 2026 at 11:30 hrs.

All bids shall be opened by the Deputy Commissioner (Systems) at, Deputy Commissioner's Office (System Section) 2nd Floor, Office of the Commissioner, Central Tax & Central Excise, Kochi Commissionerate, C R Building, I S Press Road, Kochi - 682018.

8. Payment

The successful bidder will have to pay the entire quoted/ offered amount in the form of Bank Draft/ Pay Order drawn in favor of PAO, CBIC, Cochin, payable at Kochi within **two working** days after receipt of letter regarding award of contract, failing which the contract may be cancelled.

9. Lifting off e- waste / old computer hardware

(a) The successful bidder shall be required to lift all e-waste old/obsolete/unserviceable computer hardware etc. and not selectively from the designated place to their premises, within two working days after depositing the full amount.

(b) In case, the successful bidder deposits the full amount within a stipulated period but fails to lift the articles in the scheduled time, this Office shall not take responsibility for safe custody of the articles.

(c) No damage shall be caused to the existing property of this Office or any other Offices in the premises while removing the materials from the site. Any loss / damage to the property of this Office or any other Offices in the premises or injury or personal accident suffered by any person due to negligence or action of the successful bidder or his authorized worker/ supervisor will be borne by successful bidder and they will be indemnified.

(d) Goods/material will be removed under the supervision of designated Officer(s) of this Office. Materials will have to be removed within the time stipulated in acceptance letter. No extension of time will be given under ordinary circumstances. However, extension of time may be granted provided convincing and satisfactory reasons for such delay is given in writing by the successful bidder. Delay, beyond the stipulated time, may entail cancellation of the award/order.

(e) All the charges i.e. loading, unloading and transportation to be incurred in course of lifting of items from the designated place shall be borne by the successful bidder.

10. Submission of undertaking for disposal of e - Waste

The successful bidders shall submit an undertaking (**Annexure - V**) that e-waste items out of old/ obsolete/unserviceable computer hardware etc. will be stored/process/disposed of as per e-Waste (Management and Handling) Rules, 2022.

11. Other Terms and Conditions

a) In the event of failure of the successful Bidder to lift the items in the stipulated time frame, legal action may also be initiated. Further, the Bidder will be blacklisted for further business with this office and the Contract will be awarded to next Highest Bidder to lift the item(s) at H1 rate(s).
b) The bidder should also enclose the certified copy of the valid registration certificate issued by the Central Pollution Control Board or the State Pollution Control Committee along with the tender document failing which the tender will be rejected. The successful bidder shall produce the original certificate before lifting of the items from said location.
c) No bidder will be allowed to withdraw after submission of bids/opening of the tender.
d) This tender is non-transferable.
e) Each page of the tender document should be signed by the bidder(s). Incomplete and unsigned quotations are liable to be rejected.
f) If a firm violates any of these terms & conditions, the same shall be blacklisted and other legal action may be initiated.
g) This Office reserves the right to accept or reject any bid without assigning or communicating any reason thereof.

h) Any corrigendum / addendum / errata etc. in respect of above Tender shall be made available in our official website and Notice Board only. No press publication shall be made in this regard. Hence applicants are advised to visit our website regularly for any amendment/ corrigendum/ addendums in this regard.

i) The decision of Deputy Commissioner (Systems) will be final and binding in all aspect of this notice inviting tender.

Digitally signed by
Maya Kurian
Date: 23-12-2025
17:34:21

(MAYA KURIAN)
Deputy Commissioner (System)
Kochi Commissionerate

Annexure - I

Eligibility Criteria for Disposal of e-waste old/ obsolete Computer hardware peripherals etc.

Sl. No.	Description	Information	
1.	Name of the Firm /Agency/ Company		
2.	Address of the Firm/ Agency/ Company. (Enclose copy of address proof)		
3.	Contact Details of the Firm/ Agency	Telephone /Mobile No.	
		FAX No.	
		E-Mail ID	
4.	Name of Proprietor/ Partners/ Directors of the Firm/ Agency		
5.	Other Details (Enclose Copy)	PAN No.	
		GSTN	
		Registration Certificate No. issued by Centre/State Pollution Control Board	

Date :

Signature of Authorised Signatory with Stamp

(Name of the Person)

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Annexure-II

Tender for Disposal of E-waste - old/obsolete Computer hardware & Peripherals etc.

UNDERTAKING

I/We _____do hereby solemnly affirm and declare that the My firm /company/ business entity is not blacklisted by any Government Department/ Autonomous Organization etc. or prosecuted by any court of law.

Date :

Signature of Authorised Signatory with Stamp

(Name of the Person)

Annexure — III

Financial Bid for Disposal of E-waste - old/obsolete Computer hardware & Peripherals etc.

1. Name of the Bidder/ Firm
2. Address of the Bidder/ Firm
3. Telephone No.
4. Email ID

Description of Item	Total Quoted Amount (in Rs)	Remarks
e-Waste items mentioned in Annexure-IV stored in 2nd Floor and Ground Floor of Office of the Commissioner, Central Tax & Central Excise, Kochi Commissionerate, C R Building, I S Press Road, Kochi – 682018		

I/We declare that my/our representative inspected the obsolete items as per the list attached (Annexure - IV) with tender and am/ are interested to purchase the same.

I/We have gone through the terms and conditions given in the tender document and agree with the same. I/We understand that in the event of non-compliance of the terms and conditions of the tender my/our bid will be cancelled.

I/We hereby also declare that my/our firm is registered with Central Pollution Control Board or State Pollution Control Board as authorized recycler/ re-processor / dismantler and having environmentally sound management facilities for collection, disposal/recycling of e-Waste.

Date :

Signature of Authorised Signatory with stamp

(Name of the person)

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Annexure -IV

List of items viz. Computer Hardware and Peripherals etc for Disposal as e-waste

Sl.No.	Item	Quantity
1	16 Port switch	2
2	8 Port switch	4
3	ADSL Modem	4
4	Biometric Tab	24
5	Computer	6
6	CPU	63
7	Keyboard	173
8	Modem	16
9	Monitor	119
10	Mouse	112
11	Power Cord	51
12	Printer	86
13	Scanner	10
14	SMPS	46
15	Speaker	2
16	UPS	46

Annexure –V

Tender for Disposal of e-waste old Computer Hardware and Peripherals

UNDERTAKING

I/We _____do hereby solemnly affirm and declare that e-waste items out of old/ obsolete/unserviceable computer hardware etc. will be stored/processed/disposed of as per Rule 11 of Chapter IV of E-Waste (Management) Rules, 2022.

Date :

Signature of Authorised Signatory with stamp

(Name of the person)

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