



# The Institution of Engineers (India)

AN ISO 9001 : 2015 CERTIFIED ORGANISATION  
(ESTABLISHED 1920, INCORPORATED BY ROYAL CHARTER 1935)  
8 Gokhale Road, Kolkata-700 020

*A Century of Service to the Nation*

## NOTICE INVITING TENDER

No.T- 1867

Dated: 13.02.2026

### E-Waste Management, Recycling & Certified Destruction at The Institution of Engineers (India), 8 Gokhale Road, Kolkata 700 020

Tender for E-Waste Management, Recycling & Certified Destruction at The Institution of Engineers (India), 8 Gokhale Road, Kolkata 700 020

Sealed quotations are invited for E-Waste Management, Recycling & Certified Destruction at The Institution of Engineers (India), 8 Gokhale Road, Kolkata 700 020. The sealed quotation for the annexed items(Annexure-I) is to be submitted along with a Demand Draft of Rs.10,000/- as EMD in favour of 'The Institution of Engineers (India)' payable at Kolkata. Any quotation without EMD will not be considered. If the successful bidder fails to lift the items within the schedule date and time, the EMD amount will be forfeited. The approved rates shall remain valid one year from the last date of submission of quotation i.e. 23 Feb 2026.

The sealed quotation duly superscribed, "Tender for E-Waste Management, Recycling & Certified Destruction at The Institution of Engineers (India), 8 Gokhale Road, Kolkata 700 020" with Notice No.T-1867 and date addressed to the Deputy Director (IT & Administration), The Institution of Engineers (India), 8 Gokhale Road, Kolkata 700 020 should be dropped at the Tender box of The Institution of Engineers (India) within time and date i.e. up to 4.00 PM of 23.02.2026.

Quotation received after the stipulated date and time shall not be entertained. The IEI reserves the right to reject the tender in full or part without assigning any reason. The decision of the IEI will be final.

Thanking you,

Yours faithfully,

  
Deputy Director (IT & Administration)

Encl. : As above

T-1867

## **Tender for E-Waste Management, Recycling & Certified Destruction**

Tender No.: T-1867

### **1. Invitation for Bids**

The Institution of Engineers (India) (IEI) invites sealed tenders from eligible and Government-authorized e-waste recyclers for undertaking E-Waste Management, Recycling and Certified Destruction of identified obsolete electrical and electronic items, strictly in accordance with applicable Government regulations and terms set out herein.

### **2. Nature of Work**

This tender relates exclusively to E-Waste Management & Certified Destruction, to be executed only through Central /State Pollution Control Board authorised recyclers.

### **3. Scope of Work**

The successful bidder shall be responsible for the following:

1. Collection of identified electrical and electronic waste (e-waste) from IEI premises at 8, Gokhale Road, Kolkata - 700020.
2. Transportation of e-waste through authorized and compliant logistics arrangements.
3. Recycling, processing and/or destruction of e-waste strictly in compliance with:
  - o E-Waste (Management) Rules, 2016 and other applicable Rules and Regulations
  - o Guidelines issued by Central / State Pollution Control Board
4. Ensuring environmentally safe dismantling and recycling, without any adverse impact on health or environment.
5. Submission of the following mandatory certificates/documents as applicable after completion of disposal:
  - o E-Waste Recycling Certificate
  - o Certificate of Destruction / Recycling Completion
  - o Weight-wise disposal statement of items processed
6. Ensuring that no item is resold, reused, refurbished, or diverted in any manner.
7. Submission of all certificates within 30 (thirty) working days from the date of lifting of materials.

### **4. Eligibility Criteria**

The bidder must:

1. Be a legally registered company / firm.
2. Possess valid authorization from Central /State Pollution Control Board for recycling or processing of e-waste.
3. Have minimum 5 (five) years' experience in e-waste management and recycling.

4. Have an office and/or processing facility in or around Kolkata.
5. Have a minimum annual turnover of ₹ 20 lakh in any of the last three financial years.
6. Not be blacklisted by any Central / State Government / PSU / Autonomous body.

## **5. Earnest Money Deposit (EMD)**

Selected bidder has to deposited applicable earnest money as applicable

- Amount: Rs.10,000/- (Rupees Ten Thousand only)
- Mode: Demand Draft in favour of “The Institution of Engineers (India)”, payable at Kolkata
- EMD shall be returned after submission and verification of destruction certificates.
- EMD shall be forfeited if the bidder fails to comply with lifting or certification timelines.

## **6. Payment Terms**

1. 100% payment to be made in advance before lifting of e-waste items.
2. No credit facility shall be permitted.
3. All applicable taxes, duties and levies shall be borne by the bidder.

## **7. General Terms & Conditions**

- Lifting of items shall be completed within 5 (five) days from issuance of work order.
- The work shall be carried out without disrupting normal activities of IEI.
- Any damage caused to IEI property shall be recoverable from the bidder.
- The bidder shall comply with all applicable safety norms and labour laws.
- IEI reserves the right to accept or reject any or all bids without assigning reasons.
- Jurisdiction: Kolkata only.
- Decision of IEI shall be final and binding.

## **8. Documents to Be Submitted**

1. Company profile
2. Registration certificate
3. CPCB/SPCB authorization certificate (mandatory)
4. PAN & GST registration certificates
5. Audited financial statements / CA certificate
6. Declaration of non-blacklisting (as per Annexure)

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## List of Items For E-Waste Management (Indicative)

| Sl. No. | Item Description   | Total (Nos.) | Rate (Approx) |
|---------|--|--------------|---------------|
| 1       | Split Air Conditioner (Indoor Unit) Voltas 2T MY-2012      | 22           |               |
| 2       | Split Air Conditioner (Outdoor Unit) Voltas 2T MY-2012     | 22           |               |
| 3       | Gyser 25 Ltr. Venus 200W + 1000W                           | 2            |               |
| 4       | Gyser 15 Ltr. Venus + Bajaj 2000W                          | 6            |               |
| 5       | Water Purifier, Kent RO+UV+Rt, Ureka Forbes                | 2            |               |
| 6       | Electric Kettle , Bajaj 2000w                              | 3            |               |
| 7       | Induction cooktop, ibell 1800w                             | 2            |               |
| 8       | Electric Heater, Local 2000w                               | 1            |               |
| 9       | Ceiling Fan, Calcutta 85w/120w                             | 3            |               |
| 10      | Wall Fan, 16 inch CG PVC 50w                               | 1            |               |
| 11      | Exhaust Fan, Metal 9 Inch=5, PVC 9 Inch=4                  | 9            |               |
| 12      | Power distribution unit (large)                            | 1            |               |
| 13      | Voltage stabilizer 9.6 kva Bajaj Servo                     | 3            |               |
| 14      | GI Electric Join box 63 A, AEE                             | 7            |               |
| 15      | Reject wire  | 1 Box        |               |
| 16      | Armoured Cable   | 1 Box        |               |
| 17      | 18w PLC Downlight, Philips                                 | 130          |               |
| 18      | 36 LED tube Light  | 42           |               |
| 19      | 18 LED tube Light(T8)                                      | 18           |               |
| 20      | Busbar, Flora, 100A  | 7            |               |
| 21      | Main Switch, Flora 100A=6, 63A=3                           | 9            |               |
| 22      | LED chain  | 1 Box        |               |
| 23      | Celling tube set 20W, Philips                              | 20           |               |
| 24      | LED display board 18x2 feet Scrolling                      | 1            |               |
| 25      | LED display board 4x1.5 feet                               | 1            |               |
| 26      | Smoke Detector GST 24V I-9102                              | 80           |               |
| 27      | Computer CPU (Details in Annexure - II)                    | 28           |               |
| 28      | LED Monitor (Details in Annexure - II)                     | 28           |               |
| 29      | Key Board (Details in Annexure - II)                       | 31           |               |
| 30      | Mouse (Details in Annexure - II)                           | 13           |               |
| 31      | UPS (Details in Annexure - II)                             | 3            |               |
| 32      | Printer (MFP) (Details in Annexure - II)                   | 2            |               |
| 33      | Printer (Lan+Deskjet+Laserjet) (Details in Annexure - II)  | 10           |               |
| 34      | LAN Switch 12 port   | 2            |               |
| 35      | Printer Cartridze  | 1 Box        |               |
| 36      | Telephone Krone Module Box                                 | 10           |               |
| 37      | Aluminium frame with Glass 10x4.5 ft=2, 4x5 ft=2, 7x5 ft=2 | 6            |               |
| 38      | Used Paper(White Grades) 40-50kg per bag                   | 28 Bag       |               |
| Total:  |  |              |               |

**ANNEXURE - II**

| Description                                 | Qty | Total |
|---|-----|-------|
| Only cabinet                                | 15  |       |
| Cabinet with only Mother Board, HP/Dell     | 9   | 28    |
| Cabinet with only Mother Board+HDD, HP/Dell | 4   |       |
| Monitor 14 inch HP                          | 15  | 28    |
| Monitor 18 Inch HP/Dell                     | 13  |       |
| HP LaserJet M4345 MFP Printer               | 1   | 1     |
| HP LaserJet M4555 MFP Printer               | 1   | 1     |
| Lan Printer HP                              | 3   |       |
| DeskJet Printer HP                          | 2   | 10    |
| LaserJet Printer HP                         | 5   |       |
| Keyboard                                    | 31  | 31    |
| Mouse                                       | 13  | 13    |