

General Guidelines for disposal of E-Waste

1. Once the empanelment of e-waste recyclers is done, the quotations for e-waste disposal for the items mentioned in the document shall be invited by EdCIL's offices in NCR as per their requirements.
2. Empanelment would be for Vendors for Disposal of E - Waste in EdCIL and their project offices.
3. The Empanelled Vendors shall furnish a copy of the registration. Further, the empanelled vendors shall keep EDCIL indemnified against any losses or damages on account of any violation of prescribed processes for disposal of e-waste.
4. Any publicity by the vendor in which the name of EDCIL is to be used should be done only with the explicit written permission of EDCIL. Any breach of this clause may invite appropriate action from EDCIL.
5. Empanelment would be for FIVE YEARS on PAN INDIA Basis. However, the EdCIL reserves the right to cancel or extend the validity period of empanelment. EdCIL's decision will be final in this regard.
6. Head Office of EdCIL will float limited tenders (RFQ) amongst the qualified empanelled vendors for collection and disposal of e-waste of the identified equipments at the branches/offices falling under their respective project office jurisdiction periodically or as and when required. Such RFQ will be issued to all the empanelled vendors.
7. Individual tender/s will contain detailed terms and conditions, instructions, location details and scope of work.
8. Empanelled vendors are required to respond to all the RFQs (Request for Quote) floated by our Offices.
9. Depending on the quote received by the EdCIL, the collection of e-waste will be awarded to H1 vendor (Highest Bidder) for the respective RFQ for which the empanelled bidder applied.
10. Vendors failing to respond to any three RFQs during the period of empanelment may be delisted from the EdCIL's empanelment.
11. The successful bidder should make the full payment to the EdCIL before picking up the items from the Branches/Offices within 2-3 working days from the date of selection of bidder. GST and other taxes as per Govt norms on the auction proceeds will be extra.
12. Successful vendor has to collect the e-waste within 2 weeks from the date of awarding the contract.
13. Successful vendors failing to collect e-waste from the EdCIL's location in terms of the Order issued to them on even one occasion may also be delisted from the EdCIL's empanelment.



14. The Guidelines issued by Ministry of Environment, Government of India and respective State Pollution Control Boards or any other regulatory authorities from time to time with regard to disposal of E-Waste are to be strictly followed by the empanelled vendors.
15. Removal from the Panel EDCIL reserves the right to review this panel anytime during the validity period and remove any vendor from this panel in either of the following circumstances:
 - a) Failure in executing three consecutive work orders by any of the EDCIL Offices;
 - b) Repeated delays in execution of the work;
 - c) Breach of any of the terms and conditions of the RFP/tender;
 - d) Vendor goes into Bankruptcy or liquidation; In addition to the removal of vendor from this panel, EDCIL reserves the right to debar the vendor to participate in future RFPs/tenders floated by EDCIL during next three years.
16. During empanelment period, the EdCIL reserves the right to de-empanel any vendor. The EdCIL's decision will be final in this regard.
17. EdCIL should retain with themselves the authority to blacklist or bar a bidder for a specified period of the time from participating in its tendering process where the EdCIL has authentic information the bidder has been debarred/black listed from participating in the tendering process by a international organization or by a local organization on ground of fraud or corruption or for some other reason which, in the opinion of the EdCIL is not compatible with its procurement policy and ethical standard.
18. If the service provided by the vendor is found to be unsatisfactory or if at any time it is found that the information provided for empanelment or for any tender is false or if irregularities shown by the vendor when applying for the tenders, the EdCIL reserves the right to remove such Bidders from the empanelled list without giving any notice to the vendor in advance.
19. Empanelled Vendors not submitting their response for 3 limited tenders may be de-listed from our empanelment list at the discretion of the EdCIL.
20. The selected Bidder has to remove the storage media viz., Harddisk, Tapes, DATs, etc., and the same has to be degaussed in front of the EdCIL officials before collecting the e-waste from the EdCIL.
21. If E-waste is generated /collected in one State and required to be transported to another state for dismantling/recycling/final disposal, it would be the responsibility of the bidder(vendor) to have necessary approval /"No Objection Certificate" from the concerned State Pollution Control Board / Pollution Control Committee of Union Territory and intimate the State Pollution Control Board / Pollution Control Committee of Union Territory in transit as required by the GOI guidelines currently in force and issued from time to time. E-way bill generation is the responsibility of the Bidder.



22. It would be the responsibility of the bidder (vendor) for safe transit of the e-waste from EdCIL's location to the vendor's location. In case of any untoward happening during the transit of e-waste, the empanelled vendor (successful bidder) will be held solely responsible for the loss/consequences.
23. The bidder shall be entirely responsible for all taxes, duties, license fees, road permits, other taxes etc incurring during e-waste handling process.



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