

E-waste Disposal Tender No. IIM Mumbai/DISC/ E-waste /2026/1

Tender Date: 13-08-2026

REQUEST FOR SPOT QUOTATIONS FOR E-WASTE AT IIM MUMBAI

General conditions applicable to the disposal of items for the **Tender due on 19-08-2026** are as follows:

Price quotations are invited for the disposal of e-waste from e-waste authorized collection centers of registered dismantlers or recyclers registered with SPCB/CPCB, on an “As is, where is, what is” basis, on behalf of the Indian Institute of Management, Mumbai.

1. Filling of Tender Form

- 1.1 All quotations must be as per the schedule of items published in the Tender (Annexure - 'A').
- 1.2 Bidders **must submit a Demand Draft for an amount equivalent to the price quoted by them.**
- 1.3 Bid in sealed cover super-scribed with Tender No. and due date must be dropped in the Tender Box kept at **IPSS, Administration Building, IIM Mumbai, Powai, Mumbai 400087 up to 3.00 pm on due date 18-08-2026**
- 1.4 Price quoted shall be valid for 60 days from the date of opening of the tender.
- 1.5 Unsigned bids, mismatch in price specified in figures & words and unauthenticated insertions, alteration or over-written figures may result in rejection of the bids.

2. Inspection of items

- 2.1 The items for disposal are offered on "As is where is basis." **The interested bidders will be allowed for physical inspection of items on 13-08-2026 to 18-08-2026 between 10.30 am to 4.30 pm.**
- 2.2 **Quotations without an Inspection Certificate in the given format will not be accepted.**
- 2.3 This tender form serves as an entry permit to the premises.
- 2.4 The successful bidder will be required to take delivery of the items in single instance after the intimation of award.
- 2.5 The items are sold on the assumption that bidder has done the inspection. Irrespective of the status of Inspection by bidders, **no complaints will be entertained during or after conclusion of the tender.**

3. Payment towards Sales/Delivery

- 3.1 Bidder must submit the Demand draft (DD) equivalent to quoted price along with tender document. Bidder who quotes the highest price, will be awarded the contract. Demand Draft should be drawn in favor of '**IIM Mumbai**' which is to be submitted along with Tender document, Inspection Certificate & Bidding Form including the enclosures as per bidding document.
- 3.2 **IIM Mumbai reserves the right to cancel the tender process if the bid amount received is less than our Reserve price.**
- 3.3 Only after receipt of full payment Delivery Order will be issued to the successful bidder or authorized representative.
- 3.4 Delivery of the items is to be taken on IMMEDIATE next working day from the date of issue of Delivery Order.

- 3.5 The bidder has to arrange for the removal of items from foundations, etc., wherever necessary, and must make all transportation and labour arrangements at their own cost. The bidder will be liable to pay compensation for any damage caused to other instruments/equipment during the pickup of the auctioned items.
- 3.6 The items shall remain entirely at the risk of the bidder from the date of issue of the Letter of Award/Delivery Order. The Institute shall not be responsible for their safe custody.
- 3.7 Delivery of the items will be made in consultation with the concerned User Department.
- 3.8 In case any taxes or duties are applicable to this transaction, the successful bidder shall be responsible for paying them directly to the concerned authority.
- 3.9 The Demand Drafts (DD) submitted by unsuccessful bidders will be returned within five working days from the date of bid opening.

The actual quantity may turn out to be more or less than the estimated quantity. In the event that the actual quantity exceeds the estimated quantity, the bidder shall be required to lift the allotted quantity ($\pm 10\%$). If the actual quantity is less than the estimated quantity, the bidder shall not be entitled to claim any damages, losses, interest, or compensation on this account.

4. Failure to Take Delivery

If the delivery of the items is not taken on the next working day from the date of issue of the Delivery Order, the bidder will be liable to pay Ground/Room Rent charges for the delay. These charges shall be 20% of the bid value for each day of delay.

5. Right of Accepting/Rejecting Offers

The Institute reserves the right to accept or reject any offer for any item without assigning any reasons whatsoever. It is not bound to accept the highest offer.

6. Decision in Case of Disputes

In case of any clarification/doubt regarding the tender, you may seek clarification by sending an email to disc@iimmumbai.ac.in on or before the date of physical inspection. The decision of the Director of the Institute will be final and legally binding (Subject to Mumbai jurisdiction only).

7. The conditional offer will not be accepted.

8. Schedule

Physical Inspection Schedule:

Date and Timing	Location
13-08-2026 to 15-08-2026 between 10.00 am to 5.00 pm	IIM Mumbai, DISC (Computer Center), Powai, Mumbai-400076. Contact Person: Mr. Vishal Chandurkar (8850812879) disc@iimmumbai.ac.in

Tender Submission Date: Up to 19-08-2026, till 3.00 pm.

Tender opening Date: 19-08-2026 at 4.00 pm.

Venue:

IIM Mumbai

DISC (Computer Center)

**1st Floor, DISC Meeting Room,
Vihar lake, Mumbai - 400 087.**

Description of Disposal/ Obsolete Items at DISC (Computer Center)

Location of Scrap: DISC (Computer Center), IIM Mumbai, Powai, Mumbai-400087.		
Person: Ms. Pratima Dabholkar, Sr. Manager (System & Software)-I/c (9821340081)		
Sr. No.	Description of Assets	Qty.
1	Printer	11
2	Laptop	10
3	Monitor	23
4	CPU	34
5	Keyboard	22
6	Mouse	2
7	Switch	8
8	Switch Power Supply	10
9	ISP LIU	45
10	Access Point	131
11	Projector	4
12	UPS	3
13	NPS Power / APC Power	5
14	Battery	2
15	Transcend SSD	1
16	Fiber Distribution	1
17	Rack	17
18	Screen	2
19	Stand	4
20	Power Supply (CPU)	1
21	Telephone	2
22	Pieces of Conduit Pipes	-
23	Pieces of Wire / Cables	-
24	Cartridge	30
25	FAX Machine	2
26	Xerox Machine Toner	2
27	Computer Speaker	2

Note: All the above quantities are in approximate figures, and the reserve price will be approximately Rs 3,00,000.00 (Three lakhs only).

Vendors should verify these through physical inspection only.

No further complaints will be entertained later.

Inspection time: 13-08-2026 to 18-08-2026 between 10.30 am to 4.30 pm

Contact Person: Mr. Vishal Chandurkar (8850812879)



भारतीय प्रबंधन संस्थान मुंबई
Indian Institute of Management Mumbai

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Tender Date: 13-08-2025

Bidding Form

Name and Address of the Party:

Mobile Number:

Email id:

GST Registration No.

Bid Amount: Rs. _____ (in Words) _____

GST Amount (18%): Rs. _____ (in Words) _____

Total Amount (Bid+ GST): Rs. _____ (in Words) _____

Demand Draft No. _____ **DATE** _____

Amount inwards:

Undertaking:

Certify that I am the duly authorised representative of _____
I have inspected the materials as per the aforesaid tender details and agree to pay the amount quoted above. I agree to make the appropriate payment and pick up the scrap materials as per the declared schedule.

- Notes: 1.** Please enclose a photocopy of the following documents.
- A)** Valid Registration certificate of having registered with registered dismantlers or recyclers registered with SPCB/CPCB.
 - B)** Registration certificate of GST
 - C)** Certificate of Incorporation
 - D)** Aadhar Card and PAN CARD of the Firm/Proprietor (Both Identity card mandatory).



भारतीय प्रबंधन संस्थान मुंबई
Indian Institute of Management Mumbai

(On Company/Firm's Letterhead)

IIM Mumbai/DISC/ E-waste /2026/1

Date:

INSPECTION CERTIFICATE

I certify that I have personally inspected all the scrap items listed in Annexure-A against which I have quoted for the disposal and submitting herewith the quotation considering all scrap as a single lot.

I have read, understood and agree to all the '**Terms & Conditions**' mentioned in the tender document.

Authorized Signatory