

CHIEF ELECTORAL OFFICER, ODISHA
HOME (ELECTIONS) DEPARTMENT
BEHIND LOK SEVA BHAWAN, UNIT- V
BHUBANESWARR, PIN-751001
QUOTATION CALL NOTICE

No. 168 / Dated 10.01.2025
EC-CON-MISC-0003-2022

On behalf of the Chief Electoral Officer, Odisha, sealed quotations are invited for receiving of proposal from the intending (buyers) Authorized Collection Centres/Dismantlers/Recyclers/PROs etc. registered with Odisha State Pollution Control Board (OSPCB) or C.P.C.P. for "Disposal of 74169 nos. of EVM expired power packs (alkaline batteries) and 74987 nos. of VVPAT power packs (alkaline Batteries). The expired power packs of EVM and VVPAT are to be lifted from godown of CEO, Odisha office and required to be disposed of scientifically in compliance to the guidelines of C.P.C.P. and OSPCB. The intending parties shall submit their sealed quotations containing financial proposals on or before Dt.15-02-2025 till 1.30.p.m. by hand / post / courier. For further details regarding the quotation call notice, the intending bidders may visit the CEO website <https://ceoodisha.nic.in/> to view or download the detailed quotation call notice.

The sealed quotations received in due time shall be opened on Dt.15-02-2025 at 3.00 p.m. in the Conference Hall O/o-CEO, Odisha, Bhubaneswar. Financial Bids of the selected Bidders shall be opened on Dt.17-02-2025 at 11.00 a.m.

For any query relating to the matter, Dr. Laxmi Prasad Sahu, Dy. CEO (M- 9777223250) may be contacted.

By Order of CEO, Odisha

10.1.2025
Dy. CEO-cum-Dy. Secretary

Memo No. 169 Dt. 10.01.2025

Copy along with enclosures forwarded to the Director, Information & Public Relations Department, Odisha, Bhubaneswar with a request to get it published in one English National newspaper (All India edition) and one Odia Newspaper on Dt.15-01-2025.

10.1.2025
Dy. CEO-cum-Dy. Secretary

Memo No. 170 Dt. 10.01.2025

Copy along with enclosures forwarded to Commissioner, B.M.C., Bhubaneswar for kind information with a request to kindly hoist a link for uploading the Quotation Call Notice in the website of B.M.C. for wider information of the intending bidders.

10.1.2025
Dy. CEO-cum-Dy. Secretary

Memo No. 171 Dt. 10.01.2025

Copy along with enclosures forwarded to Sr. Software Engineer, State portal, N.I.C., Bhubaneswar for hoisting the Tender call notice in the website for publicity.

10.1.2025
Dy. CEO-cum-Dy. Secretary

P.T.O.

Memo No. 172 Dt. 10.01.2025

Copy along with enclosures forwarded to Sri Ramakrushna Tunga, Asst. Software Engineer, IT Cell of this Department for hoisting the Tender call notice in the website of CEO, Odisha for publicity.

Memo No. 173 Dt. 10.01.2025 Dy. CEO-cum-Dy. Secretary

Copy along with enclosures forwarded to OE Section for information and necessary action.

Memo No. 174 Dt. 10.01.2025

Copy forwarded to Sr. P. P.S. to Chief Electoral Officer, Odisha for kind information of Chief Electoral Officer, Odisha.

Dy. CEO-cum-Dy. Secretary

1. Documents accompanying the bid document:

- Valid Authorization Certificate Issued by C.P.C.P./ O.S.P.C.B for collection / dismantling / handling / processing of e-waste.
- Bidder information document in **Annexure-1**.
- GST Registration Certificate.
- Financial Proposal in **Annexure-2**

2- Terms & Conditions of the Bid:

- The organization to procure and dispose off EVM-VVPAT Power Packs should be registered with C.P.C.P. or State Pollution Control Board and must certify that it will abide by the extant provisions of disposal of Batteries and Power packs by following Environmental friendly approach.
- It shall be ensured that the disposal of expired / unserviceable batteries shall be carried out by the Bidder organisation or through Refurbishes/Recyclers as applicable, registered with CPCB / State Pollution Control Board and in compliance with all the extant regulations and guidelines on the matter.
- Similarly, the disposal of the plastic cover (moulded box) of Power pack/Battery pack that holds the batteries shall also be carried out in an environment friendly manner in compliance with all the extant regulations and guidelines on the matter.
- It shall be ensured that the expired/unserviceable batteries and plastic boxes are disposed at regular intervals without much accumulation of waste batteries.
- Intending firms can send representative to CEO Office for pre-bid Inspection of the stock to inspect the stock before bidding. The first point of contact shall be Mr. Baidhar Murmu, Stores I/C (Mob: 6372699014).
- The authorized agency selected for the purpose shall ensure lifting of expired batteries from the CEO office, Bhubaneswar within 10 days from the date of issuance of work order with prior intimation of schedule to Sri Baidhar Murmu, Mechanic, (Mob. No.- 6372699014)
- The quotations shall be submitted either by hand/ post / courier. Applications received after due date and time shall be summarily rejected and the Authority is not responsible for any delay of postal/ courier delivery.
- General Bid shall contain refundable E.M.D. of Rs.15,000/-. Unsuccessful Bidders shall be refunded with their E.M.Ds after Tender process. However the successful Bidder shall be refunded with the same after deposit of the Security Deposit.
- Conditional quotation will not be accepted. It must be noted that proposals submitted by Consortium/Joint Venture firms shall not be acceptable. Interested bidders may obtain further information and clarification on any matter relating to quotation, from the office of CEO, Odisha, in any working day.
- The agency submitting its quotation shall lift all the 74,169 expired Batteries (EVM) and 74,987 expired batteries (VVPAT).
- In principle, the Authority will issue the L o A / Sale Order to the highest (H1) quoting Bidder, if it has qualified Terms & Conditions as mentioned here. The successful firm shall have to submit Security deposit of Rs.25,000/- which shall be retained by this Deptt. until the final disposal is complete and the firm submits an undertaking that it has destroyed / disposed off the expired Batteries in the prescribed manner, following all due guidelines of C.P.C.B. /S.P.C.B.
- The authority reserves the right to reject or accept any quotations without assigning the reasons thereof. The quotations received in incomplete shape or after due date shall be summarily rejected.
- The agency shall submit all the documents including the E-waste Passbook and lifting/disposal receipt if any for record purpose by O/o-CEO, Odisha.
- The agency is allowed to lift the expired power packs from the State Headquarter only after making entire payment to O/o-CEO, Odisha.

- The agency shall make online payment (NEFT/RTGS) of the requisite amount in the given account of O/o-CEO, Odisha as mentioned in the LoA / Demand note.
- The agency shall engage its own vehicle for lifting of the expired batteries. Safe Loading, unloading to and from of the vehicle is the responsibility of the agency only. O/o-CEO, Odisha will only coordinate with the agency on site, for smooth lifting of the material.
- During handling, lifting and transportation and disposal of the expired batteries, all precautionary measures shall be taken up by the agency as per prescribed protocol / standard.
- The Firm must submit a certificate that it has verified the item of auction thoroughly and intending to bid for its disposal.

- I. The sealed envelope with application and financial proposal in the prescribed format clearly mentioning on it - **“Auction Notice for Disposal of 74169 nos. of expired power packs of EVM and 74987 nos. of VVPAT batteries”** shall reach the following address :

**CHIEF ELECTORAL OFFICER, ODISHA
HOME (ELECTIONS) DEPARTMENT
BEHIND LOK SEVA BHAWAN, UNIT-V
BHUBANESWAR, PIN-751001**

- II. The schedule of events for the Bid is as follows:

Issue of Advertisement & availability of Quotation in CEO Website https://ceoodisha.nic.in	Dt. 15-01-2025 (10.00 A.M)
Last Date of submission of Proposals in hard copy by the intending bidders in sealed envelope.	Dt.15-02-2025 (up to 1.30 PM)
Opening of General BID	Dt.15-02-2025 at 03.00 P.M.
Opening of Financial BID	Dt.17-02-2025 at 11.00 A.M.

Annexure-1

Bidder Information Document

Sl. No	Particulars	Remarks
1.	Name of the Organisation	
2.	Address of the bidder	
3.	Authorized Collection Centre/Dismantler/Recycler/PRO	
4.	Name of the contact Person with Contact No & mail ID	
5.	Valid GST No.	
6.	Valid PAN No.	
7.	Documents to be attached	i. Valid GST Registration Certificate ii. Photocopy of PAN & Aadhar of Proprietor.
8.	Authorization Letter/CTE/CTO/any other statutory document	iii. The agency shall attach the Authorization Letter/CTE/CTO issued by OSPCB/CPCB in this regard.

*In case the bidder is from any State Other than Odisha shall submit the necessary documents issued by Statutory Authorities.

Seal & Signature of the Bidder

Full Name of the Bidder

Date: _____

Annexure-2

Format for Submission of Financial Proposal by the Bidder

To,

CHIEF ELECTORAL OFFICER, ODISHA

HOME (ELECTIONS) DEPARTMENT

BEHIND LOK SEVA BHAWAN, UNIT-V, BHUBANESWAR,

PIN-751001

Sub: "Auction Notice for Disposal of expired power packs of 74169 nos. of EVM and 74987 nos. of VVPAT."

Sir,

Being duly authorized to represent and act on behalf of _____ (Name of the Bidder), having reviewed and fully understood all the requirements of the Quotation Call Notice issued by O/o-CEO, Odisha vide no. _____ dated _____ for "**Disposal of expired power packs of 74169 nos. of EVM and 74987 nos. of VVPAT**", hereby submitting the financial proposal in the prescribed format as given below:

SI No.	Disposal Quantity	Quantity	Quoted Price (inclusive of GST)
1	Expired power packs of EVM (List Enclosed in Annexure-3)	74169	
2	Expired power packs of VVPAT (List Enclosed in Annexure-3)	74987	
3	Total Amount in Rs. (Inclusive of GST)		
	Total Amount in words (.....)		
	Applicable GST in %-		

Yours faithfully,

Seal & Signature of the Bidder

Full Name of the Bidder/Proprietor

Date: _____

**CHIEF ELECTORAL OFFICER, ODISHA
HOME (ELECTIONS) DEPARTMENT
BEHIND LOK SEVA BHAWAN, UNIT-V
BHUBANESWAR, PIN-751001**

QUOTATION CALL NOTICE

EC-CON-MISC-0003-2022

/Elec. Dated Bhubaneswar

January, 2025

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Sd/-

Chief Electoral Officer, Odisha