

**Proposal for selection of agencies for Empanelment for the Disposal of
Old/ Unusable/ Obsolete /Scrapped IT hardware in Mantralaya and
vicinity, Government of Maharashtra**



महाराष्ट्र शासन

Reference no: GAD-मातंसं053/2/2025-O/O DIRECTORATE OF IT-DIT (MH)

Directorate of IT

7th floor, Annex Building, Mantralaya Mumbai – 400 032

Details in Brief

Sl. No.	Description	Details
2.	Location Address for submission of quote [Address for Communication]	Directorate of Information Technology, 7 th floor, Room No-719, Annex building, Mantralaya, Mumbai- 400 032
		Tel – 022 22044586, 022 22817990 Email: director.it@maharashtra.gov.in
3.	Date of Issue	Date: 11/04/2025
4.	Last Date of Submission of quote	21/04/2025 03:00 PM
5.	Date and Time of Opening of quote	Will be communicated separately to the participant agencies

Disposal of Old/Unusable/Obsolete/scrapped IT hardware in Mantralaya and vicinity of all department.

1. Introduction:

Sealed quotations are invited from listed agencies on Maharashtra Pollution Control Board website <https://mpcb.gov.in> for the dispose old/unusable/obsolete/ scrapped IT hardware items available in various departments of Mantralaya, Mumbai and vicinity offices.

2. Scope of Work:

Scope includes collecting & taking all materials from the sites (identified by the departments for e-waste) of Mantralaya and vicinity "as is where is basis" for disposal/recycling/reusing in line with Central/State Government guidelines. As of now, there are around 900 ICT devices and peripherals at Mantralaya and its vicinity which can be increased.

The Empanelled agencies should agree to the condition to "remove the storage media viz., Hard disk, Tapes, DATs, etc. and the same has to be degaussed in front of the department officials before lifting the E-Waste IT material from the Various Mantralaya departments and vicinity".

The price quoted should be only in Indian Rupees.

3. Selection methodology:

Department is wish to create empanelment of the agencies for the period of 1 year for the dispose old/unusable/obsolete/ scrapped IT hardware items available in various departments of Mantralaya, Mumbai and vicinity offices. Empanelment would be done for the three agencies who will match the highest percentage quote among all the submitted quotes as per the Annexure 1. In case H2 and H3 not will to match H1 quote, H4 and H5 will be allow to match H1 quote for empanelment.

The Agency has to submit on percentage basis on upset value as per the GR issued by Directorate of IT on dated 01/08/2011 as decided by concern department of all the items separately, as mentioned material in Category A and Category B as per **Annexure 1**.

The Agency should alone bear the expenses like transportation, loading charges etc. for lifting of material.

The cost of the scrapped material while lifting from department should be inclusive of applicable GST.

The representative of the Agency can be present for the opening of the Bid. No separate intimation will be given in this regard to the Agency for deputing their representative. The bid will be opened in the presence of Agency's representative and DIT Officials.

4. Period of Contract:

- i. The empanelment will be valid for the period of ONE year from date of declared empanelment. Department/Office (List in Annexure 2) can directly select any of the empaneled agency for the disposal of their scrapped IT material.
- ii. DIT has right to review the contract during validity period and may terminate contract in any of the

following circumstances.

- iii. More than 5 working days delay in lifting of scrapped material for more than two time.
- iv. Denial to accept order from department/office
- v. In addition to the termination of empanelment, DIT will recommend MPCB to take appropriate action against the agency as per the their contract.

16. Tentative list of Scrap:

- i. As of now, there are around 900 ICT devices and peripherals at Mantralaya and its vicinity.
- ii. Mantralaya all departments' scraps will be consider in duration of one year.

Annexure-1

Price Schedule

Empanelment of IT Hardware items to be disposed scrapped

To
Director
Directorate of Information Technology, 7th Floor, 719/Annex,
Mantralaya, Mumbai- 400 032

Category A

Sl. No.	Item Description	Offered Percentage on Upset value (%)
1	COMPUTER (CPU)	
2	COMPUTER (Monitor)	
3	COMPUTER (AIO)	
4	COMPUTER (Laptop)	
5	Passbook Printers	
6	LaserJet Printers & Multi –function Printers	
7	Statement Printers Dot Matrix	
8	FD/DD Printers	
9	Scanners	
10	Network Equipment (Only Switches)	
11	Biometric Devices	
12	Video Conference Device	
13	Projector	
14	Other IT Accessories Type (Ex: Cables, adapters, cartridges, Keyboard, mouse etc.)	

Category B

Sl. No.	Item Description	Offered Percentage on Upset value (%)
1	UPS 1KVA	
2	UPS 2KVA	
3	UPS 3KVA	
4	UPS 5 KVA	
5	BATTERY (SMF)	
6	BATTERY (TUBULAR)	

7	STABILIZER	
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*Agencies have to quote separately for both the Categories

Note:

- ✓ Upset value of the each IT item will be decided as per the Directorate of IT on dated 01/08/2011.
Agencies

कालबाह्य व निर्लेखित झालेल्या उपकरणांची विल्हेवाट लावण्यासाठी अपेक्षित किंवा (upset price) ठरविण्यासाठी, उपकरणाच्या मुळ किंमतीतून दरवर्षी 60% (Written Down Value) या पध्दतीने घसारा कमी करून (diminishing) किंमत काढण्यात येईल व काढण्यात आलेली किंमत नजिकच्या रु. 100/- च्या पूर्णाकाएवढी धरण्यात यावी.

- ✓ The Agency has to quote the Percentage on the given Upset value, as a lump sum offer for empanelment.

Place:

Date: _____ Seal & Signature of Authorized signatory of the Agency

Annexure-2:

Tentative list of the departments where the E-Waste related to IT Hardware is available for Inspection.

Sr No	Departments
1.	Agriculture, Animal Husbandry, Dairy Development and Fisheries Department
2.	CM Office
3.	Co-operation and Marketing Department
4.	Department of Accounts and Treasuries
5.	Development Board Department
6.	Directorate General of Information and Public Relations
7.	Directorate of Economics and Statistics
8.	Directorate of Industries
9.	Directorate of Information Technology
10.	Disaster Management Department
11.	Education Department
12.	Election Commission
13.	Employment and Self-Employment Department
14.	Environment Department
15.	Excise Department
16.	Food, Civil Supplies and Consumer Protection Department
17.	G.S. Section
18.	General Administration Department
19.	Higher and Technical Education Department
20.	Home Department
21.	Housing Department
22.	Industries, Energy and Labour Department
23.	Irrigation Department

24.	Labour Department
25.	Law and Judiciary Department
26.	Lokayukta
27.	Lottery Department
28.	Maharashtra Legislature Secretariat
29.	Marathi Language Department
30.	Medical Education and Drugs Department
31.	Minister of State Medical Education
32.	Minority Development Department
33.	Other Backward Classes Department
34.	Others
35.	Parliamentary Affairs Department
36.	Planning Department
37.	Public Health Department
38.	Public Works Department
39.	Revenue and Forests Department
40.	RTS Department
41.	Rural Development Department
42.	School Education and Sports Department
43.	Social Justice and Special Assistance Department
44.	Social Justice Department
45.	State Information Commission
46.	Statutory Development Board
47.	Textiles Department
48.	Tourism and Cultural Affairs Department
49.	Transport Department

50.	Tribal Development Department
51.	Urban Development Department
52.	Virtual Tragerrary
53.	Water Conservation Department
54.	Water Resources Department
55.	Water Supply & Sanitation Department
56.	Wireless Department
57.	Women and Child Development Department
