



## रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड

(भारत सरकार का उपक्रम)

19वीं मंजिल, ऑरोरा वाटरफ्रंट बिल्डिंग, प्लॉट नं. 34/1,  
ब्लॉक -जीएन, सेक्टर - V, साल्ट लेक सिटी, कोलकाता -700091,  
पश्चिम बंगाल  
टेली: 033-44041499

### RailTel Corporation of India Limited

(A Govt. of India Undertaking)

19th Floor, Aurora Waterfront Building, Plot No. 34/1,  
Block -GN, Sector - V, Salt Lake City, Kolkata -700091, West Bengal.  
Tele: 033-44041499

"पुराने बैटरी चार्जर, वीआरएलए बैटरी, लकड़ी के फर्नीचर, एयर  
कंडीशनर, यूपीएस, फैक्स मशीन और प्रिंटर आदि का निस्तारण"

के लिए नीलामी दस्तावेज़

AUCTION DOCUMENT FOR

**"Disposal of old Battery Chargers, VRLA Batteries, Wooden  
Furniture, Air Conditioners, UPS, Fax Machine and Printer  
etc"**

नीलामी संख्या (Auction No.): RailTel/Tender/FA/ER/HQ/2025-26/1558, Dt.  
21.05.2025

नीलामी अनुरोध की अंतिम तिथि (Auction Request Till Date): 04.06.2025

नीलामी की प्रारंभ एवं अंतिम तिथि (Auction start & End Date): 25.06.2025

नीलामी दस्तावेज़ की लागत (Cost of Auction Document): Rs. 590/-



**रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड**  
 पूर्वी क्षेत्र, 19वीं मंजिल, ऑरोरा वाटरफ्रंट बिल्डिंग,  
 प्लॉट नं- 34/1, ब्लॉक - जीएन, सेक्टर - V, साल्ट लेक सिटी,  
 कोलकाता -700091, पश्चिम बंगाल  
**RailTel Corporation of India Limited**  
 Eastern Region, 19<sup>th</sup> Floor, Aurora Waterfront Building,  
 Plot No. 34/1, Block - GN, Sector - V, Salt Lake City,  
 Kolkata -700091, West Bengal  
 Telephone: 033-4404 1499  
 Website: <https://www.railtel.in>

नीलामी संख्या: रेलटेल/निविदा/अ.नी./पूर्वी क्षेत्र/मुख्यालय/2025-26/1558,  
 Auction No. RailTel/Tender/FA/ER/HQ/2025-26/1558,

दिनांक 21.05.2025  
 Dt. 21.05.2025

RailTel Website: <https://www.railtel.in>  
 e-Tendering/e-Auction portal: <https://railtel.enivida.com>

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड, पूर्वी क्षेत्र, कोलकाता "पुराने बैटरी चार्जर, वीआरएलए बैटरी, लकड़ी के फर्नीचर एयर कंडीशनर, यूपीएस, फेक्स मशीन और प्रिंटर आदि का निस्तारण" के लिए खुली ई-बोलियां आमंत्रित करता है।/  
 RailTel Corporation of India Ltd., Eastern Region, Kolkata invites open e-bids for "Disposal of old Battery Chargers, VRLA Batteries, Wooden Furniture, Air Conditioners, UPS, Fax Machine and Printer etc".

नीलामी विवरण निम्नानुसार दिया गया है:/  
 The Auction Details are given as under:

1	नीलामी संख्या/ Auction No.	RailTel/Tender/FA/ER/HQ/2025-26/1558, Dt. 21.05.2025
2	नीलामी अनुरोध की अंतिम तिथि एवं समय/ Auction Request Till Date & Time	04.06.2025 up to 14:00 hrs.
3	तकनीकी बोली दस्तावेज़ खोलना/ Opening of technical bid documents	04.06.2025 at 14:30 Hrs.
4	नीलामी की आरंभ तिथि एवं समय/ Auction Start Date & Time	25.06.2025 from 11:00 hrs.
5	नीलामी की अंतिम तिथि एवं समय/ Auction End Date & Time	25.06.2025 up to 16:00 hrs.
6	आरक्षित मूल्य रुपये में (जीएसटी सहित)/ Reserve Price in Rs. (Incl. GST)	Rs. 7,94,730.00 (Rs. Seven Lakh Ninety-Four Thousand Seven Hundred Thirty only)
7	प्रस्तावों की वैधता/ Validity of offers	60 (Sixty days from date of opening of technical bid documents)
8	वितरण समय सीमा/ Delivery timeline	15 (Fifteen) days from date of issuance of Delivery Order
9	धरोहर राशि (ईएमडी)/ Earnest Money Deposit (EMD)	Rs. 16,000.00 (Rs. Sixteen Thousand only)
10	नीलामी दस्तावेज की लागत (जीएसटी सहित)/ Cost of Auction Document (Incl. GST)	Rs. 590.00 (Rs. Five Hundred Ninety only)

1. सूक्ष्म और लघु उद्यमों (एमएसई) और राष्ट्रीय लघु उद्योग निगम (एनएसआईसी) आदि के साथ पंजीकृत फर्मों को प्रचलित नियमों के अनुसार नीलामी दस्तावेज़ लागत और ईएमडी जमा करने से छूट दी गई है। हालाँकि, उन्हें तकनीकी पात्रता दस्तावेज़ों के साथ एमएसएमई/एनएसआईसी के साथ एमएसई/उद्यम पंजीकरण के समर्थन में वैध दस्तावेज़ी साक्ष्य (उन वस्तुओं का विवरण देना होगा जिनके लिए वे पंजीकृत हैं) तथा बोली सुरक्षा घोषणा जमा करना होगा।

The Micro and Small enterprises (MSEs) and the firms registered with National Small Industries Corporation (NSIC) etc. are exempted from submitting the Auction Document Cost and EMD as per prevailing rules. However, they have to submit the valid documentary evidence in support of MSE/UDYAM Registration with MSME/NSIC (indicating the items for which they are registered) and Bid Security Declaration along with the technical eligibility documents.

2. नीलामी सूचना और नीलामी दस्तावेज़ रेलटेल की वेबसाइट पर उपलब्ध हैं और इन्हें <https://www.railtel.in> या ई-टेंडरिंग पोर्टल <https://railtel.enivida.com> से डाउनलोड किया जा सकता है। ऑनलाइन बोली जमा करने के लिए, निविदाकर्ता को <https://railtel.enivida.com> पोर्टल से आवश्यक रूप से नीलामी दस्तावेज़ की एक आधिकारिक ऑनलाइन प्रति डाउनलोड करनी होगी। इस नीलामी के लिए भविष्य की सभी जानकारी अर्थात् शुद्धिपत्र / परिशिष्ट / संशोधन आदि केवल इस ई-टेंडरिंग पोर्टल पर पोस्ट किए जाएंगे। नीलामी दस्तावेज़ की मुद्रित प्रतियां रेलटेल कार्यालय से नहीं बेची जाएंगी।

Note: Auction Notice and Auction Document are available on RailTel's website and can be downloaded from <https://www.railtel.in> or from the e-Tendering portal <https://railtel.enivida.com>. For online bid submission, the bidder will have to necessarily download an official online copy of the Auction document from the portal <https://railtel.enivida.com>. All future information viz. corrigendum /addendum/ amendments etc. for this Auction shall be posted on this e-Tendering Portal only. Printed copies of the Auction document will not be sold from the RailTel office.

3. बोलीदाता बोली में तैयारी, प्रस्तुतीकरण/भागीदारी से संबंधित सभी लागतों को वहन करेगा। रेलटेल इन लागतों के लिए किसी भी तरह से जिम्मेदार या उत्तरदायी नहीं होगा, चाहे बोली प्रक्रिया के आचरण या परिणाम कुछ भी हों।/ The bidder shall bear all costs associated with the preparation, submission/participation in the bid. RailTel in no way will be responsible or liable for these costs regardless of the conduct or outcome of the bidding process.
4. अधूरी बोली, और बिना धरोहर राशि और नीलामी दस्तावेज़ की लागत के बोली को अस्वीकार कर दिया जाएगा।/ Incomplete Bids, and bids without Earnest Money Deposit and cost of Auction document shall be rejected.
5. नीलामी दस्तावेज़ की लागत और बयाना राशि जमा ऑन-लाइन स्थानांतरण के रूप में जमा की जाएगी। नीलामी दस्तावेज़ की लागत और बयाना राशि जमा किसी अन्य रूप में स्वीकार नहीं की जाएगी।/ The cost of Auction Document and Earnest money Deposit shall be submitted in the form of On-Line Transfer. Cost of Auction Document and Earnest money Deposit in any other form will not be accepted.

**उप महाप्रबंधक/अनुबंध**  
**रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड, पूर्वी क्षेत्र**  
**Dy. General Manager /Contracts**  
**for RailTel Corporation of India Ltd., Eastern Region**

## Chapter– 1

### OFFER LETTER

**Auction No.:** RailTel/Tender/FA/ER/HQ/2025-26/1558,

Dt. 21.05.2025

To  
RailTel Corporation of India Ltd.,  
Eastern Region, 19<sup>th</sup> Floor, Aurora Waterfront Building,  
Plot No. 34/1, Block -GN, Sector - V,  
Salt Lake City, Kolkata -700091.

1. I/We \_\_\_\_\_ have read the various conditions detailed in Auction document attached here to and hereby agree to ABIDE BY THE SAID CONDITIONS. I/We also agree to keep the bid open for acceptance for a period of 60 days from the date fixed for opening the same and in default thereof. I/We offer to participate in **“Disposal of old Battery Chargers, VRLA Batteries, Wooden Furniture, Air Conditioners, UPS, Fax Machine and Printer etc”** as per List for Auction No. **RailTel/Tender/FA/ER/HQ/2025-26/1558, Dt. 21.05.2025** for RailTel Corporation of India Limited at the rates quoted in online bidding process and hereby bind myself/ourselves to lift the material within the delivery time lines given in the Auction Document from the date of issue of Delivery Order.
2. I/We also hereby agree to abide by the Various Conditions of Delivery Order and to lift the scrap material according to the Terms & Conditions laid down by the RailTel for the present order.
3. A sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only through online transfer submitted herewith as “Earnest Money Deposit”. RailTel may forfeit the full value of Earnest Money deposit (EMD) without prejudice to any other rights or remedies if:
  - a. I/We withdraw or modify the offer within validity period or do not deposit the Auction Processing Fee, after completion of Auction, or
  - b. I/We do not lift the material within 15 days after receipt of Delivery Order, or
  - c. I/We do not pay the amount of Delivery Order as per schedule.
4. Until a formal agreement is prepared and executed the acceptance of this Auction document shall constitute a binding contract between us subject to modifications, as may be mutually agreed to between us and indicated in the “Delivery Order” of my/our offer for this work.

SIGNATURE OF CONTRACTOR (S)  
CONTRACTOR (S) ADDRESS

Date

SIGNATURE OF WITNESS

1.

2.

## CHAPTER - 2

**DETAILS OF ITEMS TO BE DISPOSED & PRICE BID****DETAILS OF ITEMS TO BE DISPOSED**

<b>S/L No.</b>	<b>Name and description of Asset</b>	<b>Quantity</b>	<b>Unit Price in Rs. (Excl. GST)</b>	<b>Amount in Rs. (Excl. GST)</b>
1	Battery Charger	3	3120.00	9360.00
2	VRLA Battery, 2V, 200 AH	24	1199.00	28776.00
3	VRLA Battery, 2V, 300 AH	188	1799.00	338212.00
4	VRLA Battery, 2V, 600 AH	24	3598.00	86352.00
5	VRLA Battery, 2V, 1000 AH	27	5996.00	161892.00
6	Wooden Cupboard	12	200.00	2400.00
7	Wooden Table	2	200.00	400.00
8	Wooden Door	5	200.00	1000.00
9	Revolving Chair	37	140.00	5180.00
10	Split AC	11	2800.00	30800.00
11	Casset AC (Indoor unit only)	1	3000.00	3000.00
12	Window AC	1	2800.00	2800.00
13	UPS	3	576.00	1728.00
14	Desktop Fax Machine	1	400.00	400.00
15	Desktop Printer	3	400.00	1200.00
<b>Total Amount in Rs. (Excl. GST)</b>				<b>673500.00</b>
<b>Total Amount in Rs. (Incl. GST)</b>				<b>7,94,730.00</b>

**PRICE BID****(Price Bid: Financial part)**

To:

Principal Executive Director,  
 RailTel Corporation of India Ltd.,  
 19th Floor, Aurora Waterfront Building,  
 Plot no. 34/1, Block -GN, Sector - V,  
 Salt Lake City, Kolkata -700091,  
 West Bengal.

Dear Sir,

**Ref: Auction No. RailTel/Tender/FA/ER/HQ/2025-26/1558, Dt. 21.05.2025**

**Name of the Work:** Disposal of old Battery Chargers, VRLA Batteries, Wooden Furniture, Air Conditioners, UPS, Fax Machine and Printer etc.

Having examined the Auction Document (and amendments, if any), the receipt of which is hereby duly acknowledged, we, the undersigned, submit our Price (inclusive of all taxes) against the Material given above as indicated below:

Sl. No	Description of work	Qty.	Base Price (Rs. Incl. GST)	Quoted Rates
1	Disposal of old Battery Chargers, VRLA Batteries, Wooden Furniture, Air Conditioners, UPS, Fax Machine and Printer etc.	1 Lot	7,94,730.00	To be quoted on eNivida Portal only.

## Chapter – 3

### Special Terms and Conditions

#### Introduction

1. RailTel Corporation of India Limited is a Public-Sector Undertaking under the Ministry of Railways, Government of India, is a national telecom Bidder having NLD, IP2 and ISP licenses and IP1 registration and have built nation-wide optical fibre network.
2. RailTel is disposing off the different type of material lying in it's Panihati Store. Accordingly, E-Auction for "Disposal of old Battery Chargers, VRLA Batteries, Wooden Furniture, Air Conditioners, UPS, Fax Machine and Printer etc," through Forward Auction on "**AS IS WHEREIS BASIS**" shall be held through online mode at <https://railtel.enivida.com> in following manner:
  - a. Bidders can apply for auction till 14:00 Hrs. on 04.06.2025
  - b. Opening of Technical bid documents 14:30 Hrs. on 04.06.2025
  - c. Online Auction will be started at 11:00 Hrs. on 25.06.2025
  - d. Online Auction will be closed at 16:00 Hrs. on 25.06.2025
  - e. Starting Bid: Rs. 7,94,730.00
  - f. Minimum Increment Value: Rs. 5,000/- or in multiple thereof
  - g. Maximum Allowed Increments: 5
  - h. No. of Extensions: Unlimited
  - i. Prior Extension in Minutes: 5 Minute
  - j. Extension in Minutes: 5 Minute

#### 3. Eligibility criteria:

Bidder must fulfil following eligibility criteria & provide details of the firm/company: -

- a. Must be registered as a Recycler/Re-processor/Dismantler of e-Waste with Central Pollution Control Board, or with the State Pollution Control Board or State Governments dealing with E- waste etc. (Attach self-attested copy of Registration Certificate).
- b. Must not be blacklisted by any Department of the Government of India or of any State/or by any PSU/Autonomous Organization of Government. An undertaking regarding non-blacklisting of the bidder by any Government Organization must be furnished by the bidder in the auction document (**Annexure-II**).
- c. Should be registered under GSTIN with respective Department of Government of India/ State Government.

**Note: The above said documents should be submitted by the bidder online at <https://railtel.enivida.com>.**

#### 4. Inspection of Items:

Interested bidders can inspect the material at the below-mentioned location, before participation in the auction, in between 10:00 AM to 12:00 Noon & 3:00 PM to 5:00 PM from 22.05.2025 to 03.06.2025 in presence of Sh. Surajit Roy, Asstt. GM/Stores (Mobile No. 9007044137) on all working days except Saturday, Sunday and holiday. For details, please visit RailTel website at <https://www.railtel.in>.

**5. Location of Items for Disposal:**

S/L No.	Name and description of Asset	Date of Installation/ capacity	Location where Scrap Material kept	Quantity
1	Battery Charger	NA	Panihati Store, Kolkata	3
2	VRLA Battery	2V, 200 AH	Panihati Store, Kolkata	24
3	VRLA Battery	2V, 300 AH	Panihati Store, Kolkata	188
4	VRLA Battery	2V, 600 AH	Panihati Store, Kolkata	24
5	VRLA Battery	2V, 1000 AH	Panihati Store, Kolkata	27
6	Wooden Cupboard	NA	Panihati Store, Kolkata	12
7	Wooden Table	NA	Panihati Store, Kolkata	2
8	Wooden Door	NA	Panihati Store, Kolkata	5
9	Revolving Chair	NA	Panihati Store, Kolkata	37
10	Split AC	NA	Panihati Store, Kolkata	11
11	Casset AC (Indoor unit only)	NA	Panihati Store, Kolkata	1
12	Window AC	NA	Panihati Store, Kolkata	1
13	UPS	NA	Panihati Store, Kolkata	3
14	Desktop Fax Machine	NA	Panihati Store, Kolkata	1
15	Desktop Printer	NA	Panihati Store, Kolkata	3

**Note:** The Highest Bidder (H1) will be declared on the basis of the total highest amount quoted by the bidder as total value of all the items listed above.

**6. The terms and conditions of the auction are as under: -**

- a) The auction is on “**AS IS WHERE IS BASIS.**”
- b) Each bidder has to deposit an Earnest Money in the form of online for **Rs. 16,000/-**

(Rs. Sixteen thousand only) online through e-Nivida portal before opening of technical bid documents. Earnest Money of unsuccessful bidder shall be returned immediately after completion of auction process. No payment shall be accepted after opening of technical bid documents.

- c) No bidder shall be allowed to participate in the auctioning process without depositing the Earnest Money. Cheque/Cash/DD shall not be accepted as EMD amount.
- d) The successful bidder will have to online pay e-Auction Processing Fee @ **1.25% of H1 amount (minimum Rs. 10,000/-)**, which is Non- refundable, Payable to M/s. "RailTel" through e-gateway by credit/debit card, or internet banking facility.
- e) The Micro and Small enterprises (MSEs) and the firms registered with National Small Industries Corporation (NSIC)/ Udyam etc. are exempted from submitting the Auction Document Cost and EMD as per prevailing rules. However, they have to submit the valid documentary evidence in support of MSE/Registration with NSIC/Udyam (indicating the items for which they are registered) and Bid Security Declaration along with the technical eligibility documents.

Firms claiming these exemptions are required to submit along with their offer, a copy of their current and valid MSE/NSIC/UDYAM registration certificate, otherwise their offer would not be considered, will be treated as invalid and summarily rejected

Company Name: RailTel Corporation of India Ltd.  
Bank Name: Union Bank of India  
Branch Name: Camac Street Branch  
Bank IFSC: UBIN0540161  
Account Type: Current Account  
Account No.: 401601010519491

The Earnest Money Deposit of the H1 bidder will only be returned after completing the auction process by the department and depositing of full amount to RailTel account as quoted in the auction bid and also taking out all the material/items from the RailTel.

- f) Transportation and loading/handling etc. will be at the cost of the highest/successful bidder.
- g) The bidder shall submit an undertaking that e-waste items will be stored/processed/disposed-off as per Rule 12 of Chapter IV of e-Waste (Management and Handling) Rules, 2011 (**Annexure - I**).
- h) **Delivery Period:** The scrap material should be lifted by the highest bidder within 15 (Fifteen) calendar days from the date of issuance of Delivery order and after completing the required formalities i.e. from the date of payment to the date of lifting the scrap material lies with the highest bidder. However, the period can be extended at the discretion of RailTel depending upon the situation/circumstances. Any bidder who fails to lift the scrap material fully or partly of the materials within the above stipulated period shall have to pay the ground rent @ 2% per week or part thereof for

a maximum period of further 02 (two) weeks from the date of expiry of free delivery time as stipulated. In case whole or any part of the scrap materials remains un-lifted even after the said extended period, the bidder will have no claim whatsoever on the scrap materials remaining un-lifted and the amount paid to the RailTel will be forfeited apart from the rights of RailTel to dispose such goods in any manner it likes and the bidder will have no right whatsoever to any compensations and the decision of RailTel in this regard shall be final and binding upon the bidder.

- i) **Mode of Payment:** The successful bidder shall pay the amount of bid in full along with applicable taxes and other duties, if any (on 100% of the scrap material value) within 15 calendar days from the issue of delivery Order by way of demand draft drawn in favour of RailTel Corporation of India Limited. The mode of payment of sale of scrap will be through DD or electronic transfer only. No other mode of payment will be accepted.
- j) **Default in Payment:** In case of default in payment within the time limits specified in delivery order, the payment has to be made together with additional charges @ 1% per week or part thereof on the due amount for the period of delay within 14 calendar days from the due date. However, RailTel reserve the right to accept or not to accept the payment with or without additional charges after expiry of the time limit of 15 calendar days from the date of issue of delivery order or even within the aforesaid additional period of 14 calendar days at RailTel's sole discretion and the earnest money deposit of the bidder will automatically stand forfeited and the decision of RailTel in this regard shall be final and binding up on the bidder.
- k) Regarding the security of the dismantled materials, it would be the entire responsibility of the highest bidder after the auction and it will be his/her responsibility to any damage by way of pilferage, fire or any other unforeseen calamity and no claim on this account shall be entertained.
- l) No damage shall be caused to the existing property of this Office or any other Offices in the premises while removing the materials from the site. Any loss/ damage to the property of this Office or any other Offices in the premises or injury or personal accident suffered by any person due to negligence or action of the successful bidder or his authorized worker/supervisor will be borne by successful bidder and they will be indemnified.
- m) The bidder should also enclose the certified copy of the valid registration certificate issued by the Central Pollution Control Board or the State Pollution Control Committee failing which he/she will not be allowed to participate in the auction. **The successful bidder shall produce the original certificate before lifting of the material from the said location.**
- n) RailTel reserves the right to accept or reject any bid without assigning or communicating any reason thereof and to take any decision relating to the auction including the cancellation of the auction.
- o) Any corrigendum / addendum / errata etc. in respect of above auction shall be made available in our official website/portal and Notice Board only. No press publication shall

be made in this regard. Hence, applicants are advised to visit our website regularly for any amendment/ corrigendum / addendums in this regard.

p) **Applicable law:**

The resultant contract shall be interpreted in accordance with the laws of Union of India. Settlement of disputes shall be within jurisdiction in Delhi.

q) **Queries/ Clarification:**

The written queries/ clarification request may be sent to RailTel's office through e-mail to **pooransigh@railtelindia.com** with copy to **surajitroy@railtelindia.com** (in pdf & word or excel format) or by post within 7 days from publishing of the Auction. Reply of relevant clarifications sought will be replied to the concerned bidder/ uploaded in eNivida portal (as applicable). Clarifications sought shall be submitted in the following format:

Sl. No.	Clause No. & Chapter No.	Page No.	Sub-clause No./ Point No.	Content of the Clause requires clarification	Points of clarification required	Remarks

- r) **Submission of Offline Documents:** The Bidder has to submit the PoA/ Authorization, Affidavit as per Annexure-III and Bid Security Declaration (For MSEs) in offline mode along with uploading the online copy.

**Address to submit the Offline Documents:**

RailTel Corporation of India Ltd.,  
Eastern Region, 19<sup>th</sup> Floor, Aurora Waterfront Building,  
Plot No. 34/1, Block GN, Sector-V, Salt Lake City, Kolkata – 70009.

The packet containing the original copies should be sealed by the personal seal of the bidder. The envelop shall bear the Auction number and the name of the work, and "DO NOT OPEN Before (-Due Date & time-)"

- s) **Termination of Contract/Risk Purchase:** In the event of bidder's failure to fulfil any of the required obligation including non-lifting of scrap materials as per time prescribed, RailTel decision in regard to bidder's failure being final and binding on the bidder. RailTel shall have the full liberty to do any or all of the following:
- i. Cancel the deal with immediate effect for the disposal of scrap Telecom store materials under the dear agreed if the delivery is not taken by the bidder as on that date in which case, the EMD shall stand forfeited.

AND/OR

ii. Retain and/or adjust/ recover from the bidder and amount lying with RailTel to the bidder's credit either under this contract or any other deal or which may at any time become payable/refundable to the bidder under this deal or any other deal/contract the amount of losses or damages or claim that might be incurred by RailTel selling the scrap Telecom store materials under the deal not taken delivery at bidder's risks and cost.

Even after such recovery/adjustment by RailTel from Bidder's any amount as mentioned above lying with RailTel, if any further amount is still found payable/ refundable by the bidder, he shall pay the same to RailTel on demand without any objection or demur. The decision of RailTel in this regard to the actual losses incurred by RailTel including the reasonableness of the rate at which RailTel may sell the scrap telecom store materials shall be final and binding on the bidder, provided if no loss is incurred by RailTel. The bidder shall not be entitled to the refund of the amount retained by way of advance towards the un-lifted stores and the decision of RailTel in this regard shall be final and binding upon the bidder(s).

**CHECK LIST**

Bidders should submit the following self-attested and stamped documents online through website at <https://railtel.enivida.com> on or before 04.06.2025 at 14:00 positively. Thereafter, no document will be accepted from any firm/company, and they will not be allowed to participate in the Auction:

<b>Sl. No.</b>	<b>Description of documents are attached</b>	<b>Please tick (√ / X)</b>
1.	PoA/ Authorization letter on the letter head of the firm/company <b>(Mandatory)</b>	
2.	Online Auction Document Cost & EMD payment details <b>(Mandatory)</b>	
3.	Copy of NSIC/MSE/Udyam Registration Certificate (if applicable: for seeking the exemption from submission of Auction Document Cost & EMD), if applicable	
4.	Copy of PAN	
5.	Copy of valid Pollution Control Board Certificate <b>(Mandatory)</b>	
6.	Copy of valid GST Registration Certificate	
7.	Details of the firm/ company	
8.	Undertaking Rule 12 of Chapter IV of e-Waste (Management and Handling) Rules, 2011 (Annexure -I) <b>(Mandatory)</b>	
9.	Undertaking for not-blacklist (Annexure-II) <b>(Mandatory)</b>	
10	Affidavit (Annexure-III) <b>(Mandatory)</b>	
11	Bid Security Declaration (For MSEs) <b>(Mandatory)</b>	
12	Offline Submission of PoA/ Authorization letter, Affidavit; and Bid Security Declaration (For MSEs) <b>(Mandatory)</b>	

**PROCEDURE UNDER E-AUCTIONING INSTRUCTIONS TO APPLICANTS**

RailTel (e-Nivida System): Service Provider for e-auctioning portal on behalf of RailTel Corporation of India Ltd introduced for the process of e-auctioning/E-tendering which can be accessed on <https://railtel.enivida.com>.

Words in capital and not defined in this document shall have the same meaning as in the Auction document.

**1. Registration of user and ACCESSING OF BID DOCUMENTS:**

- i. It is mandatory for all the Applicants to have digital signature certificate (in the name of person who will sign the Application Form) from any of the licensed certifying agency ("CA").

\*Applicants can see the list of licensed CAs from the link [www.cca.gov.in](http://www.cca.gov.in) to participate in e- auctioning Process.

- ii. To participate in the auction, it is mandatory for the bidders to get registered with e- auctioning portal <https://railtel.enivida.com> by making registration charges. The intended bidder may contact The contact number for the helpdesk is 011-49606060, Mr. Amrendra Kumar Mob 8448288980, Mr. Birendra Kumar -8448288988, for registration process and participate.
- iii. Documents can be viewed/downloaded, free of cost, till last date and time of purchasing documents from <https://railtel.enivida.com> amendments/clarifications to the Auction, if any, will be posted on portal.
- iv. If the Applicant has already registered with the Service provider and validity of registration has not expired, then such Applicant does not require fresh registration.

**2. ADDENDUM TO THE AUCTION:**

Any Addendum to the Auction shall be uploaded only on the e-auction portal. Online bidding process: Once the bidder submitted acceptance and EMD form upon registration, the bidder to follows vendor manual for bidding instruction which is available at e-auction portal.

**3. NOTE: -**

- i. Complete offer document/auction catalogue is available on <https://railtel.enivida.com> Corrigendum, if any, shall only be available on above portal.

**DISCLAIMER:** Bidder must read all the instructions in the Auction document and submit the same accordingly.

### **REGISTRATION PROCESS ON ONLINE PORTAL**

1. Bidders to enroll on the e-Procurement module of the portals <https://railtel.enivida.com> by clicking on the link "Bidder Enrollment". The Annual registration charges for vendor/supplier are **Rs. 2,000/- +18% (GST) per annum (Through e- payment gateway)**
2. The bidders to choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the e-Nivida Portal.
3. Bidders to register upon enrolment their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India with their profile.
4. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse. Foreign bidders are advised to refer "DSC details for Foreign Bidders" for Digital Signature requirements on the portal.
5. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC /e-Token.

### **AUCTION DOCUMENT SEARCH**

1. Various built-in options are available in the e-Nivida Portal (which is further to facilitate bidders to search active auctions by several parameters. These parameters include Auction ID, organization, location, date, value, etc.
2. There is also an option of advanced search for Auction, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a Auction published on the Online Portal.
3. The bidder should make a note of the unique Auction ID assigned to each Auction, in case they want to obtain any clarification / help from the Helpdesk.  
**ASSISTANCE TO BIDDERS:**
  1. Any queries relating to the Auction document and the terms and conditions contained therein should be addressed to the Auction Inviting Authority or the relevant contact person indicated in the Auction document.
  2. Any queries relating to the process of online bid submission or queries relating to e-Nivida Portal in general may be directed to 09 am to 06 pm e-Nivida Helpdesk. The contact number for the helpdesk is 011-49606060, Mr. Amrendra Kumar -8448288980, Mr. Birendra Kumar- 8448288988.

**Annexure- I**

**Undertaking under Rule-12 of of e-waste (Management and Handling) Rules, 2011**

I hereby undertake to store e-waste for a period not exceeding one hundred and eightydays and shall maintain a record of collection, sale, transfer, storage and segregation of wastes and shall make these records available for inspection.

(Authorized Signatory)

**Annexure- II**

**Declaration of Clean Track Record/ No Blacklisting**

(To be submitted by Bidder on original letterhead)

To,

Date

Principal Executive Director,  
RailTel Corporation of India Ltd., Eastern Region,  
19th Floor, Aurora Waterfront Building,  
Plot No. 34/1, Block GN,  
Sector-V, Salt Lake, Kolkata – 700 091

**Sub:** Disposal of old Battery Chargers, VRLA Batteries, Wooden Furniture, Air Conditioners, UPS, Fax Machine and Printer etc.

**Ref:** Forward Auction No. RailTel/Tender/FA/ER/HQ/2025-26/1558, Dt. 21.05.2025

Sir,

I/We hereby declare that my/our company has not been debarred / black listed as on Bid submission date by any State Government, Central Government, Central & State Govt. Undertakings / Organizations and by any other Quasi Government bodies / Organizations, and any other major Enterprise / Organizations in India for non-satisfactory past performance, corrupt, fraudulent or any other unethical business practices.

Yours faithfully,

(Signature, name and designation of the authorized signatory)

(Name and seal of the firm)

**FORMAT FOR AFFIDAVIT TO BE UPLOADED BY BIDDER ALONGWITH THE AUCTION DOCUMENT**

(To be executed in presence of Public notary on non-judicial stamp paper of the value of Rs. 100/-. The paper has to be in the name of bidder) \*\*

I..... (Name and designation) \*\* appointed as the attorney/authorized signatory of the Bidder (including its constituents),

M/s ..... (hereinafter called the bidder) for the purpose of the Auction document for .....as per the Auction No..... of (RailTel Corporation of India Limited/Eastern Region), do hereby solemnly affirm state on the behalf of the bidder including its constituents as under:

1. I/We the bidder (s) am/are signing this document after carefully reading the contents.
2. I/we the bidder (s) also accept all the conditions of the Auction and have signed all the pages in confirmation thereof.
3. I/we hereby declare that I/we have downloaded the Auction documents from portal <https://railtel.enivida.com>. I/we have verified the content of the document from the website and there is no addition no deletion or no alternation to be content of the Auction document. In case of any discrepancy noticed at any stage i.e. evaluation of Bids, execution of work or final payment of the contract, the master copy available with the RailTel administration shall be final and binding upon me/us.
4. I/we declare and clarify that I/we have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements.
5. **I/we also understand that my/our offer will be evaluated based on the documents/credentials submitted along with the offer and same shall be binding upon me/us.**
6. **I/we declare that information and documents submitted along with the Bid by me/us are correct and I/we are fully responsible for the correctness of the information and documents, submitted by us.**
7. I/we undersigned that if the certificates regarding eligibility criteria submitted by us are found to be forged/false or incorrect at any time during the process for evaluation of Bids, it shall lead to forfeiture the EMD besides banning of business for five years on entire RailTel. Further, I/we (Insert name of the bidder) \*\* \_\_\_\_\_ and all my/our constituents understand that my/our offer shall be summarily rejected.

8. I/we also understand that if the certificates submitted by us are found to be false/forged or incorrect at any time after the award of the contract, It will lead to termination of the contract, along with forfeiture of EMD/SD and performance guaranty besides any other action provided in the contract including banning of business for five years on entire RailTel.

DEPONENT

SEAL AND SIGNATURE OF THE BIDDER

**VERIFICATION**

I/we above named Bid do hereby solemnly affirm and verify that the contents of my/our above affidavit are true and correct. Nothing has been concealed and no part of it is false

DEPONENT

SEAL AND SIGNATURE OF THE BIDDER

Place:

Dated:

\*\* The details as appropriate are to be filled in suitably by bidder. Attestation before Magistrate/Notary Public.

**Annexure-IV**

Note: Bidders exempted from submission of bid security (EMD) and Auction Document Cost are required to submit this form.

**Bid Security Declaration**

(on Company Letterhead)

Bidder's Name \_\_\_\_\_

[Address and Contact Details]

To  
Principal Executive Director,  
RailTel Corporation of India Ltd  
19th Floor, Aurora Waterfront Building,  
Plot No. 34/1, Block GN, Sector-V,  
Salt Lake City, Bidhannagar, Kolkata-700091.

Ref: Forward Auction No. RailTel/Tender/FA/ER/HQ/2025-26/1558, Dt. 21.05.2025

Sir/ Madam

We, the undersigned, solemnly declare that:

We understand that according to the conditions of this Auction Document, the bid must be supported by a Bid Security Declaration In lieu of Bid Security (EMD).

We unconditionally accept the conditions of this Bid Security Declaration. We understand that we shall stand automatically suspended from being eligible for bidding in any Auction/tender in RailTel Corporation of India Ltd for 2 years from the date of opening of this bid if we breach our obligation(s) under the Auction conditions if we:

- 1) Withdraw/ amend/ impair/ derogate, in any respect, from our bid, within the bid validity; or
- 2) Being notified within the bid validity of the acceptance of our bid by the Auctioning/Purchasing Entity:
  - a. refused to or failed to produce the original documents for scrutiny or the required Performance Security (if applicable) within the stipulated time under the conditions of the Auction Document.
  - b. Fail or take the delivery of material.

**We know that this Bid Security Declaration shall expire if the auction is not awarded to us, upon:**

- 3) Receipt by us of your notification
  - a. of cancellation of the entire auction process or rejection of all bids or
  - b. of the name of the successful bidder or
- 4) Ninety days after the expiration of the bid validity or any extension to it.

(Signed by the Authorized Representative of Firm)

Name of Authorized Representative:

Name of Firm:

Date: