

Annexure-I

Bid Covering Letter

[On Firm's / Company's letter head]

(To be included in - Conformity to Technical Criteria Envelope)

Reference No:

Date:

Section In-Charge,
Canara Bank, Technology Management Section,
Circle Office Ranchi,
P P Compound, Main Road,
Ranchi-834001, Jharkhand

Dear Sir,

Subject: RFQ for Disposal of Disposal of Old Computer Hardware items & Peripherals like, CPU, Monitor, Printer and other items lying at Branches/Administrative units coming under Canara Bank Circle Office Ranchi.

Ref: RFQ 02/2024-24 Dated 01.10.2023.

1. We have examined the above mentioned RFQ document including all annexures the receipt of which is hereby duly acknowledged and subsequent pre-bid clarifications /modifications /Amendments, if any, furnished by the Bank and we, the undersigned, offer to lift the old hardware items in conformity with the said RFQ in accordance with the schedule of prices indicated in the commercial offer and made part of this offer.
2. The undersigned is authorized to sign on behalf of the Bidder Company.
3. We accept all the Instructions, Terms, Conditions, and Scope of Work of the subject RFQ.
4. We 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 Concerned Bank officials before lifting the E-Waste from the identified locations of the Bank".
5. We undertake that all the e-waste items, *as proposed by Canara Bank for disposal* will be disposed off as per e-waste disposal guidelines of State / Central government authorities.
6. We agree to abide by this offer till 60 days from the date of Commercial Bid opening. We agree to abide by and fulfil all the terms and conditions of the RFQ.
7. All the details mentioned by us are true and correct and if Bank observes any misrepresentation of facts on any matter at any stage, Bank has the absolute right to reject the proposal and disqualify us from the selection process. Bank reserves the right to verify /evaluate the claims made by the Bidder independently.

We are enclosing the following documents along with Bid Covering Letter:

- a. EMD DD for Rs.3, 000/- favouring Canara Bank payable at Ranchi/ Certificate in case of MSME registered vendors
- b. Copy of the valid Certificate from State Pollution Control Board/Govt. Authorities for undertaking E-Waste Disposal.
- c. Copy of PAN Card.
- d. Copy of the GST Registration.

Date:

Signature with seal

Name:

Designation: