



**CENTRE FOR MATERIALS FOR ELECTRONICS TECHNOLOGY (C-MET)**

(Scientific Society, Ministry of Electronics and Information Technology (MeitY), Govt. of India)

IDA PHASE – III, CHERLAPALLY, HCL (PO), HYDERABAD – 500 051

Phone: +91-40-27265587, 27267006 Fax: +91-40-27261658 Web:

[www.cmet.gov.in](http://www.cmet.gov.in)

---

Advt. No. : C-MET/HD/SP-41/EOI/15 (1)/2020-2021

**Invitation of Expression of Interest (EoI)**

C-MET invites Expression of interest from eligible parties for the understated work for MeitY sponsored project titled "*Establishment of Centre of Excellence on E-waste Management*".

Sl. No.	Name of the work
1	Dismantling of different types of end-of-life Electrical and Electronic items for processing and segregation of e-waste

For details and downloading of the EoI application format & other requisite documents, please visit our website [www.cmet.gov.in](http://www.cmet.gov.in)

**Last date for receipt of EoIs: 11<sup>th</sup> July 2020**

Sd/-  
DIRECTOR

**INVITATION**  
**FOR**  
**EXPRESSION OF INTEREST**  
**FOR**

**Dismantling of different types of end-of-**  
**life Electrical and Electronic items for**  
**processing and segregation of e-waste**

**RESPONSE FORM**

**LAST DATE FOR SUBMISSION: 11<sup>th</sup> July 2020**

## **1. INTRODUCTION:**

Centre for Materials for Electronics technology (C-MET) has been awarded a project on management of E-waste by Ministry of Electronics and Information Technology, (MeitY), Government of India. It involves “Establishment of a Centre of Excellence on E-waste management”, called CoE hereinafter. One of the objectives of the CoE is to drive e-waste recycling and refurbishing to support Government missions “Swachh Bharat” and “Make in India”. C-MET, Hyderabad has been chosen as the centre for pursuing the objectives of the project. C-MET, Hyderabad has developed the recycling technology and holds intellectual property rights. C-MET, Hyderabad has also set up necessary infrastructure facilities to process the E-waste in an environment friendly manner, on a pilot scale. Another objective of the project is to encourage establishment of start-ups to collaborate/partner C-MET by getting trained in different aspects of the process involved in E-waste management and to commence their own industries in the relevant areas. As a first step, the CoE is interested in identifying competent and experienced parties for dismantling of the E-waste collected by CoE.

## **2. OBJECTIVE OF THE EOI:**

This EOI is meant for inviting the interested parties to submit their applications for undertaking the assignment. Based on the submissions received from the interested parties, most suitable party, which in the opinion of CoE, is capable of handling the assignment, will be chosen.

### 3. **SCOPE OF WORK:**

**Selected party has to deploy manpower to sort, dismantle and segregate the E-Waste collected by CoE from various sources.**

**Major work elements involved are:**

- a) **Sorting:** Various types of E-waste are to be sorted into different categories such as computers and peripherals; household items like washing machine, television etc; electrical appliances including motors; and hazardous items such as CFL, Cathode Ray Oscilloscope (CRO), etc. essentially to streamline the dismantling process
  
- b) **Dismantling of E-Waste:** Sorted equipments have to be disassembled to constituents parts and further to individual components essentially to separate the items in further segregation
  
- c) **Segregation:** The dismantled items should further be segregated into different categories mainly as a) metals b) plastics c) glass/ ceramics d) batteries and e) printed circuit boards
  
- d) **Classifications:** Segregated items should be further be classified based on the compositions i.e.: metal should be separated to steel, different types of stainless steel, aluminum, GI, copper, etc. Plastics items into different types of plastics etc.
  
- e) **Facilitation of Training on dismantling:** Party's services may also be utilized for regular training sessions as a part of CoE activities.

### 4. **SELECTION CRITERIA:**

The parties are expected have the following

- a) Personnel having experience / knowledge base in dismantling/servicing of Personal Computers, laptops, electrical/electronic equipment etc.
- b) Experience in dismantling the E-waste without damaging the electronic circuit boards built-into the E-waste gadgets
- c) Experienced/trained manpower to deal with any type of electrical / electronic gadgets

**5. SHORTLISTING OF APPLICANTS:**

- a. The documents submitted by the applicants in response to the invitation for EOI shall be examined a by an expert committee to be constituted by CoE. The committee shall shortlist the applicants based on the eligibility criteria
- b. The shortlisted parties shall be required to submit their price bids

**6. DOCUMENTS TO BE SUBMITTED:**

- a. Letter for EOI submission – Annexure I
- b. Profile of the party – Annexure II
- c. Profile of the personnel of the party, who will handle the assignment – Annexure III
- d. Information regarding any conflict of interests as referred to the scope of the assignment – Annexure IV
- e. Details of similar works carried out in the past – Annexure V
- f. Details of different procedures being followed by the party earlier - Annexure VII

**7. SUBMISSION OF EOI:**

- a. All the requisite documents shall be placed in a sealed enveloped which shall be superscribed “**Expression of Interest for dismantling of e-waste**”

- b. The sealed enveloped shall be submitted to Director, C-MET, IDA Phase-III, Chelapally, Hyderabad – 500 051
  - c. The last date for submission is **11<sup>th</sup> July 2020**
8. The party shall bear all costs associated with the preparation of their proposals and C-MET shall not pay or reimburse any expenses in this regard. C-MET is not bound to accept any proposal and reserves the right to cancel the selection process at any time without any liability accruing to it.
9. CMET shall provide necessary infrastructure like space, electricity, water, tools and tackles, safety items and work benches.
10. C-MET reserves the right to accept or reject any or all proposals without assigning any reasons whatsoever and its decision shall be final and binding on all the applicants.
- 11. PRICE BIDS ARE NOT TO BE SUBMITTED AT THIS STAGE. ONLY THE PARTIES SHORTLISTED BY THE EXPERT COMMITTEE SHALL BE REQUIRED TO SUBMIT THE PRICE BIDS. IF PRICE BIDS ARE SUBMITTED ALONG WITH THE EOI, SUCH APPLICATIONS ARE LIABLE TO BE REJECTED.**

**DIRECTOR  
C-MET, HYDERABAD**

**ANNEXURE – I**

**DRAFT LETTER FOR EOI SUBMISSION TO BE SUBMITTED ON THE  
LETTER HEAD OF THE CB/FI**

Ref: No.

Date:

The Director  
C-MET  
IDA Cherlapally, Phase - III  
Hyderabad – 500 051

Dear Sir

We, the undersigned, offer to provide the services as required in your invitation for EOI dated:19.6.2020. We are hereby submitting our proposal with all the requisite information and documents.

We hereby certify that all the information and statements made in this proposal are true and accept that any misstatement or misrepresentation in the enclosed documents may lead to our disqualification.

We understand that you are not bound to accept/reject any proposal without assigning any reason.

Yours faithfully

Authorised Signatory  
NAME & DESIGNATION

**ANNEXURE - II**

**Profile of the Party**

Name of the party			
Year of Registration			
Registered Office address			
Legal status			
Number of employees			
No. of branches, if any			
Turnover (Rs. lakhs)	2019-20	2018-19	2017-18
@			

@ If the accounts for the financial year 2019-20 are not yet finalized, Provisional figures of turnover may be indicated.



**ANNEXURE - III**

**Details of the skilled personnel of the party who will handle the  
assignment (one form for each)**

<b><u>Sl.No.</u></b>	<b><u>Particulars</u></b>	
1	Name of the	
2	Date of Birth	
3	Educational Qualification	
4	Trainings undergone	
5	Work experience of the past 10 years	
6	Special qualifications and assignments Please emphasize those assignments that best illustrate the person's capability to handle the current assignment	
10	Special achievements, if any	
11	Contact details	

**Certification from the officer**

I the undersigned certify that to the best of my knowledge and belief the above mentioned particulars correct.

Signature of the authorized signatory

**ANNEXURE IV**

**INFORMATION REGARDING ANY CONFLICTING ACTIVITIES AND  
DECLARATION THEREOF**

Is the party engaged in any activities which conflict with the proposed activities of CoE as mentioned in this document?

If yes:

Please furnish information of activities the institution is engaged in, which in your opinion, is of a nature that conflicts with the assignment desired to be awarded by CoE.

If no:

We hereby declare that our organisation is not either directly or indirectly engaged in any activities which can be termed as conflicting activities as mentioned in the EOI document. It is understood that any misrepresentation or misstatement in this regard shall render our organisation to be disqualified from the entire process.

Signature of the authorized signatory

Name

Designation



**Annexure - VI**

**Details of procedures being followed by the party in similar previous assignments**

a.

b.

c.