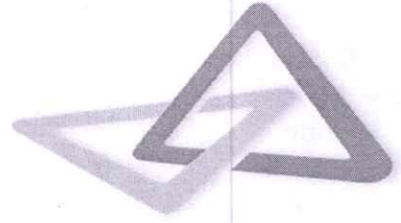


केनरा बैंक Canara Bank

A Government of India Undertaking

||  Syndicate ||



Together We Can

EXPRESSION OF INTEREST

FOR

**EMPANELMENT OF VENDORS FOR DISPOSAL OF E-WASTE
FOR A PERIOD OF 3 YEARS**

Issued by: Canara Bank,
Centralized Procurement & Vendor Management Vertical,
Technology Services Wing
1st Floor, Naveen Complex, 14, M G Road,
Bengaluru - 560 001
Email: dittenders@canarabank.com
Phone No: 080-25550127



Bid Details in Brief Description

Sl. No.	Description	Details
1.	EOI No. and Date	EOI 01/2026-27 dated 24/06/2026
2.	Name of the Wing	Centralized Procurement & Vendor Management Vertical, Technology Services Wing
3.	Brief Description of the EOI	Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.
4.	Bank's Address for Communication and Submission of Tender	Deputy General Manager Canara Bank, Tender processing Section, Centralized Procurement & Vendor Management Vertical, Technology Services Wing, 1st Floor, Naveen Complex, 14, MG Road, Bengaluru -560 001 Senior Manager, Tender Processing Section, Centralized Procurement and Vendor Management Vertical, Technology Services Wing, 1st Floor, Naveen Complex, 14, MG Road, Bengaluru -560 001 Tel - 080-25550127 Email: dittenders@canarabank.com
5.	Date of Issue	24/06/2026, Wednesday
6.	Earnest Money Deposit (Refundable)	Rs.10,000/-
7.	Last Date of Submission of Queries for Pre-Bid Meeting	04/07/2026, Saturday, 5.00 PM
8.	Date of Pre-Bid Meeting	06/07/2026, Monday, 4.00 PM
9.	Last Date of Submission of Bids	27/07/2026, Monday up to 3.00 PM
10.	Date of Opening of Bid	27/07/2026, Monday, 3.30 PM
11.	Venue for Pre bid Meeting and Bid Opening	Pre-bid meeting will be held on 06/07/2026, Monday, 4.00 PM Venue: Pre Bid meeting will be held Online (through Microsoft Teams) and participants are requested to attend the meeting Online. Those who are interested in participating the pre bid meeting should share the scanned copy of authorization and Valid ID Card of the participant by email to dittenders@canarabank.com. (Physical copy should be submitted at later date) Upon perusal of the same the link / meeting id will



		be shared to the participant to participate in the meeting. Pre-bid Queries should be sent to E-mail dittenders@canarabank.com and must reach us on or before 04/07/2026, Saturday, 5.00 PM. Subject of the email should be given as "Pre Bid Queries for EOI 01/2026-27 dated 24/06/2026". Queries reaching afterwards will not be entertained.
This document can be downloaded from following websites https://www.canarabank.bank.in/pages/expression-of-interest Any amendments, modifications, Pre-bid replies and any communication etc., will be uploaded in the Bank's website only (i.e., https://www.canarabank.bank.in/pages/expression-of-interest No individual communication will be sent to the bidders.		



Disclaimer

The information contained in this Expression of Interest ("EOI") document or information provided subsequently to bidders or applicants whether verbally or in documentary form by or on behalf of Canara Bank (or Bank), is provided to the bidder(s) on the terms and conditions set out in this EOI document and all other terms and conditions subject to which such information is provided. This EOI document is not an agreement and is not an offer or invitation by Canara Bank to any parties other than the applicants who are qualified to submit the bids (hereinafter individually and collectively referred to as "Bidder" or "Bidders" respectively). The purpose of this EOI is to provide the Bidders with information to assist the formulation of their proposals. This EOI does not claim to contain all the information each Bidder require. Each Bidder may conduct its own independent investigations and analysis and is free to check the accuracy, reliability and completeness of the information in this EOI. Canara Bank makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this EOI. The information contained in the EOI document is selective and is subject to updating, expansion, revision and amendment. It does not purport to contain all the information that a Bidder require. Canara Bank does not undertake to provide any Bidder with access to any additional information or to update the information in the EOI document or to correct any inaccuracies therein, which may become apparent.

Canara Bank reserves the right of discretion to change, modify, add to or alter any or all of the provisions of this EOI and/or the bidding process, without assigning any reasons whatsoever. Such change will be published on the Bank's Website <https://www.canarabank.bank.in/pages/expression-of-interest> and it will become part and parcel of EOI.

Canara Bank in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this EOI. Canara Bank reserves the right to reject any or all the expression of interest / proposals received in response to this EOI document at any stage without assigning any reason whatsoever. The decision of Canara Bank shall be final, conclusive and binding on all the parties.

No person of the Bank or the Contractors, vendors and third parties shall violate the Social Media Policy of the Bank. Non-adherence to the standards/guidelines in relation to Social Media Policy issued by the Bank from time to time and Any omission or commission which exposes the Bank to actual or potential monetary loss or otherwise, reputation loss on account of non-adherence of social Media related systems and procedures on the part of personnel of the Bank or Contractors, Vendors and third parties shall be construed as violation of Social Media Policy.



Abbreviations used in this Document

Sl.No.	Abbreviation	Expansion
1	BFSI	Banking, Financial Services and Insurance
2	CPSUs	Central Public Sector Undertakings
3	CTO	Consent to Operate
4	DD	Demand Draft
5	DIT	Department of Information technology
6	DPIIT	Department for Promotion of Industry and Internal Trade
7	EMD	Earnest Money Deposit
8	EOI	Expression Of Interest
9	EPR	Extended Producer Responsibility
10	E-Waste	Electronic Waste
11	GOI	Government of India
12	GST	Goods and Service Tax
13	HO	Head Office
14	H1 Vendor	Highest Bidder
15	IEM	Independent External Monitor
16	IFSC	Indian Financial System code
17	IT	Information Technology
18	KYC	Know Your Customer
19	LLP	Limited Liability Partnership
20	MoEFCC	Ministry of Environment, Forest and Climate Change
21	MSEs	Micro & Small Enterprises
22	MSMED	Micro, Small and Medium Enterprises Development
23	NEFT	National Electronic Funds Transfer
24	NI Act	Negotiable Instruments Act
25	NPA	Non-Performing Asset
26	OCC	Open Cash Credit
27	OEM	Original Equipment Manufacturer
28	OD	Overdraft
29	OSD	Officer on Special Duty
30	OSO	Operational Support Officer
31	PAN	Permanent Account Number
32	PP-LC	Purchase Preference linked with Local Content
33	PSB	Public Sector Banks
34	PSU	Public Sector Undertakings
35	RBI	Reserve Bank of India
36	RFP	Request for Proposal
37	RFQ	Request for Quotation
38	RTGS	Real-Time Gross Settlement



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Expression Of Interest for Empanelment of Vendors for disposal of E-Waste for a period of 3 years

Ref: EOI 01/2026-27 dated 24/06/2026

1. About Canara Bank

- 1.1. CANARA BANK is one of the largest Public Sector Banks owned by Government of India. Canara Bank is a body Corporate and a premier Public Sector Bank established in the Year 1906 by Shri. Ammembal Subba Rao Pai and nationalized under the Banking Companies (Acquisition and Transfer of Undertakings) Act, 1970. Canara Bank Head office is located at 112, J C Road Bengaluru-560002 and CP&VM Vertical, Technology Services Wing located at Naveen Complex, No.14, M G Road, Bengaluru-560001.
- 1.2. The Bank is having pan India presence of more than 10118 branches, 26 Circle offices and 178 Regional Offices situated across the States. The Bank also has offices abroad in London, Dubai, and New York.
- 1.3. The Bank is a forerunner in implementation of IT related products, services, and continuously making efforts to provide the state of art technological products to its customers.

2. Definitions:

- 2.1. 'Bank' means, unless excluded by and repugnant to context or the meaning thereof, shall mean 'Canara Bank', described in more detail in paragraph 1 above and which has invited bids under this Expression of Interest and shall be deemed to include its successors and permitted assigns.
- 2.2. 'EOI' means this Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years for our Bank.
- 2.3. The firms, institutions & companies submitting the proposal in response to this EOI shall hereinafter be referred to as 'Bidder'.
- 2.4. 'Contract' means the agreement signed/Terms & conditions accepted by empaneled vendors and the Bank at the conclusion of empanelment process, wherever required.
- 2.5. 'Proposal' means that technical proposal including any documents submitted by the bidder as per the formats prescribed in the RFP/EOI.

3. About EOI

- 3.1. Bank intends to empanel vendors for disposal of E-Waste lying at various Branches/Offices, who can provide suitable and appropriate services to the Bank.
- 3.2. The EOI document is not a recommendation or invitation to enter the contract, agreement or any other arrangement in respect of the services. The provision of the services is subject to compliance to selection process and appropriate documentation being agreed between the Bank and selected vendors as identified by the Bank after completion of the selection process.



4. Objective

- 4.1. Canara Bank invites application from reputed Bidders to submit their "Expression of Interest" who fulfills the eligibility criteria as given in Annexure-3 for Empanelment of Vendors for Disposal of E-Waste for a period of 3 years in our Bank.
- 4.2. The Bidders satisfying the Eligibility Criteria as per the EOI and having experience in disposal of E Waste may respond. The bidders should have experience in purchasing & collecting various I.T related hardware items (identified by the Bank for disposal) from Bank's premises on "as is where is basis" for disposal/recycling in line with Central/State Government guidelines.
- 4.3. The Bank is looking for end-to-end services (collection, transportation, and dismantling, degaussing, recycling and / or final disposal) from Bidders registered with as per GOI guidelines and currently in force and having established facilities for management of e-waste.

5. Eligibility Criteria

- 5.1. Interested Bidders, who are capable of providing the service for Disposal of E-Waste as mentioned in the present EOI document and meet the Eligibility Criteria as per Annexure -3 may respond.
- 5.2. Non-compliance to any of the eligibility criteria would result in outright rejection of the bidder's proposal. The bidder is expected to provide proof for each of the points for eligibility criteria evaluation. The proof provided must be in line with the details mentioned in "Documents to be submitted for Compliance". Any credential detail mentioned in "eligibility Criteria Compliance" not accompanied by relevant proof documents will not be considered for evaluation.
- 5.3. Canara Bank, reserves the right to verify/evaluate the claims made by the bidder independently. Any deliberate misrepresentation will entail rejection of the offer.

6. Scope of Empanelment:

- 6.1. Bidder who is interested in participating in this EOI must fulfil the eligibility criteria mentioned in the document and also be in a position to comply with the Bank's requirements.
- 6.2. Bank will float limited tenders amongst the qualified empaneled vendors and seek responses for various requirements. Individual tender/s will contain detailed terms and conditions, instructions, location details and detailed scope of work. Such limited tenders shall be floated by Bank.
- 6.3. The bidder must also agree to all our terms & conditions mentioned under this EOI.
- 6.4. Bank will not accept any deviations from the terms and conditions specified in the tender. Deviations may result in disqualification of the offer made by the vendor.



6.5. Performance of the agency:

6.5.1. The empaneled agency shall deliver and perform services in accordance with the time schedule specified by the Bank in its work order or Empanelment Letter.

6.5.2. It will be the utmost responsibility of the empaneled agency to present Canara Bank with a professional, sophisticated and recognizable brand identity.

6.6. Head Office/Circle Office/s and Regional Office/s of Bank will float limited tenders (RFQ) amongst the qualified empanelled vendors for collection and disposal of e-waste of the identified equipments at the Branches/Offices falling under their respective HO/CO/RO jurisdiction periodically or as and when required. Such RFQ will be issued to all the empaneled vendors. The indicative list of electronic equipments to be taken under e-waste is mentioned in **Annexure-13**.

6.7. Individual tender/s will contain detailed terms and conditions, instructions, location details.

6.8. Empanelled vendors are required to respond to all the RFQs (Request for Quote) floated by our Offices.

6.9. Depending on the quote received by the Bank, the collection of e-waste will be awarded to H1 vendor (Highest Bidder) for the respective RFQ for which the empanelled bidder applied.

6.10. Vendors failing to respond to any three RFQs during the period of empanelment may be delisted from the Bank's empanelment.

6.11. Bank reserves the right to modify the scope due to change in regulatory instructions, market scenario and internal requirement within the overall objective of RFP. Any guidelines on changes/ modifications/ given by RBI/ any regulatory or Government bodies with regard to Certification will be added to the scope of work.

6.12. The Guidelines issued by Ministry of Environment & Forests, Government of India and respective State Pollution Control Boards or any other regulatory authorities from time to time with regard to disposal of E-Waste are to be strictly followed by the empanelled vendors.

6.13. Along with the above please refer **Annexure-12** for detailed scope of work.

7. Empanelment Procedure

The Vendor for E-Waste disposal will be empanelled as per the following process:

7.1. Vendor/s satisfying the eligibility criteria will be short listed after due scrutiny of documents submitted by the bidder.



7.2. The duration of Empanelment of proposed agencies will be for a period of Three years on Pan India basis. However, the Bank reserves the right to cancel or extend the validity period of empanelment. Bank's decision will be final in this regard.

7.3. The Bank reserves the right to accept / reject any or all Expression of Interest (EOI) received in response to this advertisement without assigning any reasons, whatsoever.

8. Duration of Empanelment

Post the evaluation process, the shortlisted bidders will be empaneled for a period of 3 years subject to annual review.

9. De-empanelment of bidders

9.1. During empanelment period, the Bank reserves the right to de-empanel any vendor without assigning any reason. The Bank's decision will be final in this regard.

9.2. Bank should retain with themselves the authority to blacklist or bar a bidder for a specified period of the time from participating in its tendering process where the Bank has authentic information the bidder has been debarred/black listed from participating in the tendering process by an international organization or by a local organization on grounds of fraud or corruption or for some other reason which, in the opinion of the Bank is not compatible with its procurement policy and ethical standard.

9.3. If the service provided by the vendor is found to be unsatisfactory or if at any time it is found that the information provided for empanelment or for any tender is false or if irregularities shown by the vendor when applying for the tenders, the Bank reserves the right to remove such Vendors from the empaneled list without giving any notice to the vendor in advance.

9.4. Empaneled Vendors not submitting their response for 3 limited tenders may be de-listed from our empanelment list at the discretion of the Bank.

9.5. Delay by the vendor in the performance of its delivery obligations in terms of scope of work, shall render the agency liable to imposition and/or termination of the contract for default and/or any other action viz. black listing/ circulation in industry etc. as it may deem fit.



10. Clarification to the EOI and Pre-Bid Queries

10.1. The bidder should carefully examine and understand the scope, terms and conditions of EOI and may seek clarifications, if required. The bidders in all such cases seek clarification in writing in the same serial order of that of the EOI by mentioning the relevant page number and clause number of the EOI as per the format mentioned below:

Sl. No.	Bidder's Name	Page No.	Section	RFP Clause	Clause/Technical Specification	Bidder's Query
1						
2						
3						
4						
5						
6						

10.2. All communications regarding points requiring clarifications and any doubts shall be given in writing to The Deputy General Manager, Canara Bank, Tender Processing Section, Centralized Procurement and Vendor Management Vertical, Technology Services Wing, HO(Annex), #14, Naveen Complex, MG Road, Bengaluru-560001 in email to dittenders@canarabank.com by the intending bidders as per the bid schedule before due date & time.

10.3. No queries will be entertained from the bidders after the above date and time mentioned in the bid schedule.

10.4. No oral or individual consultation shall be entertained.

11. Pre-Bid meeting

11.1. A pre-bid meeting of the intending bidders will be held as scheduled in EOI document to clarify any point/doubt raised by them in respect of this EOI. No separate communication will be sent for this meeting.

11.2. If the meeting date is declared as a holiday under NI Act by the Government subsequent to issuance of EOI, the next working day will be deemed to be the pre-bid meeting day. Authorized representatives of interested bidders shall be present during the scheduled time. In this connection, Bank will allow a maximum of two (2) representatives from each Bidder to participate in the pre-bid meeting.

11.3. Bank has the discretion to consider any other queries raised by the bidder's representative during the pre-bid meeting.

11.4. Bank will have liberty to invite its technical consultant or any outside agency, wherever necessary, to be present in the pre-bid meeting to reply to the technical queries of the bidders in the meeting.

11.5. The Bank will consolidate all the written queries and any further queries during the pre-bid meeting and the replies for the queries shall be made available in the Bank's website and no individual correspondence shall be made. The clarification of the Bank in response to the queries raised by the bidder/s, and any other clarification/amendments/corrigendum furnished thereof will become part and parcel of the EOI and it will be binding on the bidders.



- 11.6. Non receipt of reply to the queries raised by any of the Bidders shall not be accepted as a valid reason for non-submission of Bid. In addition, non-reply to any query may not be deemed the version of the Bidder as reflected in the query has been accepted by the Bank.

12. Amendment to EOI

- 12.1. At any time prior to deadline for submission of Bids, the Bank, for any reason, whether, at its own initiative or in response to a clarification requested by prospective bidder, may modify the bidding document, by way of an amendment.
- 12.2. Notification of amendments will be put up on the Bank's website (www.canarabank.bank.in) and will be binding on all bidders and no separate communication will be issued in this regard.
- 12.3. In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the Bank, at its discretion, may extend the deadline for a reasonable period as decided by the Bank for the submission of Bids.

13. Preparation of Bids

- 13.1. Before submitting the bid, the bidders should ensure that they conform to the Eligibility Criteria Declaration as stated in **Annexure-3** of this EOI document. Only after satisfying themselves of the Eligibility Criteria, the Offer should be submitted.
- 13.2. All bids and supporting documents shall be submitted in English and on A4 size paper, spirally bound securely and in serial order. The response should be submitted in a structured format as per the checklist (**Annexure-1**) appended
- 13.3. All pages of EOI should be stamped and signed by Authorized Signatory of the Bidder. All pages of the bid document should be serially numbered and shall be signed by the authorized person/s only. The person/s signing the bid shall sign all pages of the bid and rubber stamp should be affixed on each page. The bidder should submit a copy of Board Resolution or power of attorney document showing that the signatory has been duly authorized to sign the bid document.
- 13.4. It is mandatory to provide the compliance to Scope of Work in the exact format of **Annexure-12** of this EOI document.

14. Earnest Money Deposit

- 14.1. Bidders can submit EMD with Account Payee Demand Draft in favour of Canara Bank, payable at Bangalore.
- 14.2. Bidder has to submit scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.



- 14.3. Bidders can also submit the EMD with Payment online through RTGS / internet banking to the following:

Beneficiary name: DIT Procurement
Account No.:0792201002351
IFSC Code: CNRB0000792
Bank Name: Canara Bank
Branch address: Trinity Circle Bangalore.

- 14.4. Bidder to indicate EOI/bid number and name of bidding entity in the transaction details field at the time of online transfer. Bidder has to send scanned copy / proof of the Online Payment Transfer along with bid.
- 14.5. As per the extant guidelines by Government, Micro and Small Enterprises (MSE) and Startup companies are exempted from submitting Earnest Money Deposit (EMD).
- 14.6. Return of EMD: EMD furnished by the bidders shall be returned through an e-payment system without interest, after the expiry of the final tender validity period but not later than 30 (thirty) days after the completion of the empanelment process. EMD of empaneled bidders/vendors will be refunded after acceptance of empanelment letters.

15. Submission of Bids

- 15.1. The sealed envelope containing the response to EOI along with the required documents shall be superscribed on the top of the envelope **"Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years in response to EOI 01/2026-27 dated 24/06/2026"** containing two separate covers one for the Application Fee and another for Documents in compliance of EOI. Submission of the application in any other manner is liable to be rejected. The Name and address of the bidder should also be specifically mentioned on the top of the sealed envelope.
- 15.2. The document is to be submitted in hard copy only.
- 15.3. The Name and address of the bidder should also be specifically mentioned on the top of the sealed envelope. The EOI response should be deposited in the **Tender Box** by the bidder/ representatives of the bidder at the Place, Venue, Date and Time mentioned in Bid Schedule.
- 15.4. If the last day of submission of bids is declared as a holiday under NI Act by the Government subsequent to issuance of EOI, the next working day will be deemed to be the last day for submission of the EOI. The Bid/s which is/are deposited after the said date and time shall not be considered.
- 15.5. Bids sent through post/courier will not be accepted/evaluated. No offer will be accepted directly. Bidder has to ensure that the offer is being dropped to tender box.
- 15.6. If envelope containing bid documents is not sealed and marked in the prescribed manner, the Bank will assume no responsibility for the bid's misplacement or premature opening.



- 15.7. The following officials will facilitate in bid related queries and make arrangements for deposit of bid documents.

First Official	Alternate Official
Senior Manager Canara Bank Tender Processing Section, Centralized Procurement & Vendor Management Vertical, Technology Services Wing, First Floor, Naveen Complex, 14 M G Road, Bengaluru - 560 001. Tel - 080 25550127	Deputy General Manager Canara Bank Centralized Procurement & Vendor Management Vertical, Technology Services Wing, First Floor, Naveen Complex, 14 M G Road, Bengaluru - 560 001. Tel - 25129482

- 15.8. In case the bid documents are too bulky to be placed inside the tender box, arrangements will be made by the above-mentioned officials to receive the tender. However, bidder should reach the venue before the date and time stipulated above.
- 15.9. The bidder shall bear all costs associated with the preparation of and submission of the bid including cost of preparation/presentation etc. The Bank will not be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

16. Bid Opening:

- 16.1. EOI will be opened in the presence of the Bidder's representative/s who may choose to attend the bid opening as per schedule specified in the Bid details in brief description.
- 16.2. Bidder's representative may be present in the place and venue well in time along with an authorization letter in hand for each bid opening under this EOI, as per the format (Annexure 5) enclosed and sign in Register of Attendance during opening of EOI.

Note: Authorization letter should be carried in person and shall not be placed inside in any of the bid covers.

- 16.3. If any of the bidders or all bidders who submitted the tender are not present during the specified date, time and venue of opening, it will be deemed that such bidder is not interested to participate in the opening of the Bid/s and the Bank at its discretion will proceed further with opening of the EOI in their absence.
- 16.4. The Bidders may note that no further notice will be given in this regard. Further, in case the Bank does not function on the aforesaid date due to unforeseen circumstances or holiday, then the bid will be accepted up to 3.00 PM on the next working day and bids will be opened at 3:30 PM at the same venue on the same day.



17. Erasures or Alterations

The Offers containing erasures or alterations or overwriting will not be considered. There should be no hand-written material, corrections or alterations in the offer. Technical details must be completely filled in. Correct technical information of the product being offered must be filled in. Filling up of the information using terms such as "OK", "accepted", "noted", "as given in brochure/manual" is not acceptable. The Bank may treat such Offers as not adhering to the tender guidelines and as unacceptable.

18. Evaluation of EOI

- 18.1. The Bank will evaluate the bid/s submitted by the bidder/s under this EOI by the officers of the Bank. The Bank may engage an external agency for evaluation of the bid. It is Bank's discretion to decide at the point of time.
- 18.2. The Bank will scrutinize the Bid/s received to determine whether they are complete in all respects as per the requirement of EOI, whether the documents have been properly signed and whether items are offered as per EOI requirements, whether technical documentation as required to evaluate the offer has been submitted. The Bank may, at its discretion, waive any minor non-conformity or any minor irregularity in the bid which does not constitute a material deviation. Bank's decision with regard to 'minor non-conformity' is final and the waiver shall be binding on all the bidders and the Bank reserves the right for such waivers.
- 18.3. EOI submitted by the bidder will be evaluated based on the format mentioned in **Annexure-1**. Bidders who will qualify from Eligibility Criteria Evaluation will be empanelled. The shortlisted applicants will be notified in due course. Only shortlisted applicants will be invited to participate in the tender/EOI. No interim enquiries will be entertained. The decision taken by the Bank shall be final and no representation or correspondence shall be entertained.

19. Clarifications of Offers

- 19.1. During the process of scrutiny, evaluation and comparison of offers, the Bank may, at its discretion, seek clarifications from all the bidders/any of the bidders on the offer made by them. The request for such clarifications and the Bidders response will necessarily be in writing and it should be submitted within the time stipulated by the Bank.
- 19.2. The Bank may go through a process of evaluation and normalization of the bids to the extent possible and feasible, to ensure that shortlisted bidders are more or less on the same footing by seeking incremental bid submission in part of the requested clarification by the Bank OR Revised submissions of the entire bid in the whole.
- 19.3. The Bank can repeat this normalization process at every stage of bid submission till Bank is satisfied. The shortlisted bidders agree that, they have no reservation or objection to the normalization process and all the technically shortlisted bidders will, by responding to this EOI, agree to participate in the normalization process and extend their co-operation to the Bank during this process.



19.4. The shortlisted bidders, by submitting the response to this EOI, agree to the process and conditions of the normalization process.

20. Modification/Cancellation of EOI

- 20.1. The EOI is not an offer by Canara Bank but an invitation to get the response from the interested bidders for short listing the bidders for Bank's requirements. No contractual obligations whatsoever shall arise from the Expression of Interest process.
- 20.2. The Bank reserves the right to cancel EOI process at any time, without thereby incurring any liabilities to the affected bidder[s]. Reasons for cancellation, as determined by the Bank in sole discretion include but are not limited to, the following:
- a) Services contemplated are no longer required.
 - b) Change in the scope of work or due to unforeseen circumstances and/or factors and or/or new developments.
 - c) The project is not in the best interest of the Bank.
 - d) Any other reason.
- 20.3. The Bank also reserves the right to modify/cancel/re-tender without assigning any reasons whatsoever. The Bank shall not incur any liability to the affected bidder(s) on account of such rejection. Bank shall not be obliged to inform the affected bidder(s) of the grounds for the Bank's rejection.

21. Conflict of Interest

- 21.1. BIDDER/VENDOR/ SERVICE PROVIDER represents and warrants that it has no business, professional, personal, or other interest, including, but not limited to, the representation of other clients, that would conflict in any manner or degree with the performance of its obligations under this Agreement.
- 21.2. BIDDER/VENDOR/ SERVICE PROVIDER represents and warrants that if any such actual or potential conflict of interest arises under this Agreement, Vendor/Service Provider shall immediately inform the Bank in writing of such conflict.
- 21.3. BIDDER/VENDOR/ SERVICE PROVIDER acknowledges that if, in the reasonable judgment of the Bank, such conflict poses a material conflict to and with the performance of VENDOR/ SERVICE PROVIDER's obligations under this Agreement, then the Bank may terminate the Agreement immediately upon Written notice to VENDOR/ SERVICE PROVIDER; such termination of the Agreement shall be effective upon the receipt of such notice by VENDOR/ SERVICE PROVIDER.

22. Responsibility for completeness

- 22.1. The Bidder shall be responsible for any discrepancies, errors and omissions in the bid, or other information submitted by him irrespective of whether these have been approved, reviewed or otherwise accepted by the Bank or not. The Bidder shall take all corrective measures arising out of discrepancies, error and omissions in the bid and other information as mention above within the time schedule.



22.2. Willful misrepresentation of any fact within the Bid will lead to the disqualification of the Bidder without prejudice to other actions that Bank may take. All the submission, including any accompanying documents, will become property of Canara Bank.

22.3. The Bank reserves the right to verify the validity of bid information and to reject any bid where the contents appear to be incorrect, inaccurate or inappropriate at any time during the process of EOI or even after the award of contract.

23. Intimation to the selected Bidders

The Bank will prepare the list of Bidders on the basis of evaluation. The short-listed applicants (empaneled bidders/vendors) will be notified on the Bank's website (www.canarabank.bank.in). Empanelment letters will be issued by Bank to the shortlisted bidders/vendors.

24. Issuance of limited RFP/RFQ

24.1. The Bank reserves the right to issue limited RFP/RFQ based on the responses and the requirement of the Bank.

24.2. Only shortlisted applicants will be invited to participate in the RFP/RFQ Process. The shortlisted applicants will be provided with RFP/RFQ documents through E-mail or hand delivery. The vendors are required to respond accordingly.

24.3. No interim enquiries will be entertained. The decision taken by the Bank shall be final and no representation or correspondence shall be entertained.

24.4. Canara Bank reserves the right to accept / reject any or all expression of interest received in response to this advertisement without assigning any reasons, whatsoever.

24.5. The Bank reserves the right to avail services independently on its own without reference to shortlisted bidders of EOI.

25. Intellectual Property Rights:

25.1. VENDOR/ SERVICE PROVIDER warrants that the inputs provided shall not infringe upon any third-party intellectual property rights, including copyrights, patents and other intellectual property rights of any nature whatsoever. VENDOR/ SERVICE PROVIDER warrants that the deliverables shall not infringe upon any third party intellectual property rights, including copyrights, patents and other intellectual property rights of any nature whatsoever. VENDOR/ SERVICE PROVIDER shall ensure that the services provided to the BANK shall not infringe the third party intellectual property rights, if any. VENDOR/ SERVICE PROVIDER shall ensure that third party rights are not infringed even in case of equipment /software supplied/ service provided on behalf of consortium as VENDOR/ SERVICE PROVIDER.

25.2. In the event that the Deliverables become the subject of claim of violation or infringement of a third party's intellectual property rights, VENDOR/ SERVICE PROVIDER shall at its choice and expense:

25.2.1. Procure for BANK the right to continue to use such deliverables.



- 25.2.2. Replace or modify such deliverables to make them non-infringing, provided that the same function is performed by the replacement or modified deliverables as the infringing deliverables or
- 25.2.3. If the rights to use cannot be procured or the deliverables cannot be replaced or modified, accept the return of the deliverables and reimburse BANK for any amounts paid to VENDOR/ SERVICE PROVIDER for such deliverables, along with the replacement costs incurred by BANK for procuring equivalent equipment in addition to the penalties levied by BANK. However, BANK shall not bear any kind of expense, charge, fees or any kind of costs in this regard. Notwithstanding the remedies contained herein, VENDOR/ SERVICE PROVIDER shall be responsible for payment of penalties in case service levels are not met because of inability of the BANK to use the proposed solution.
- 25.3. The indemnification obligation stated in this clause shall apply only in the event that the indemnified party provides the indemnifying party prompt written notice of such claims, grants the indemnifying party sole authority to defend, manage, negotiate or settle such claims and makes available all reasonable assistance in defending the claims at the expenses of the indemnifying party]. Notwithstanding the foregoing, neither party is authorized to agree to any settlement or compromise or the like which would require that the indemnified party to make any payment or bear any other substantive obligation without the prior written consent of the indemnified party. The indemnification obligation stated in this clause reflects the entire liability of the parties for the matters addressed thereby.
- 25.4. VENDOR/ SERVICE PROVIDER acknowledges that business logics, work flows, delegation and decision making processes of BANK are of business sensitive nature and shall not be disclosed/referred to other clients, agents or distributors of Software/Service.

26. General Terms & conditions

- 26.1. The Empaneled Vendor/s is/are expected to maintain high level of professional ethics and will not act in any manner, which is detrimental to Bank's Interest. Bidder will maintain confidentiality on matters disclosed till proper instruction is issued for publication. Bank reserve the right to impose penalty in case of any violation of the above.
- 26.2. The bidder should be able to execute order at short notices and even on holidays at any place as per our Bank's requirement.
- 26.3. Bank reserves the right to make necessary modification to the selected artwork, concept, film etc.
- 26.4. Applications received after due date & time or without prescribed documents will be rejected.
- 26.5. No binding Legal Relationship will exist between any of the Bidders which has submitted application in pursuant to this document and the Bank until execution of a contractual agreement to full satisfaction of the Bank.



26.6. The performance of the services from empaneled bidder shall abide by all relevant rules and regulations of the Government as issued from time to time and also to obtain all licenses, consents and permits, as may be required for the delivery / time to time.

27. Corrupt and Fraudulent Practices

27.1. Vendor/Service Provider shall at all times observe the highest standard of ethics during the entire contract period.

27.2. Vendor/Service Provider shall ensure compliance of CVC guidelines issued or to be issued from time to time for selection of vendor for Supply, Implementation, Migration and Support of the Solution by the Bank.

28. Subcontracting

28.1. VENDOR/ SERVICE PROVIDER shall not subcontract or permit anyone other than its personnel to perform any of the work, service or other performance required of the VENDOR/ SERVICE PROVIDER under the contract without the prior written consent of the BANK.

28.2. Notwithstanding the above or any written consent granted by the Bank for subcontracting the services, the Vendor/Service Provider alone shall be responsible for performance of the services under the contract.

29. Indemnity

29.1. VENDOR/ SERVICE PROVIDER shall keep and hold the Bank indemnified and harmless from time to time and at all times against all actions, proceedings, claims, suits, liabilities (including statutory liability), penalties, demands, charges, costs (including legal costs) and expenses, damages, losses and any other expenses which may be caused to or suffered by or made or taken against the Bank arising out of:

29.1.1. The breach, default or non-performance of undertakings, warranties, covenants or obligations by VENDOR/ SERVICE PROVIDER;

29.1.2. Any contravention or Non-compliance with any applicable laws, regulations, rules, statutory or legal requirements by VENDOR/ SERVICE PROVIDER;

29.1.3. Fines, penalties, or punitive damages levied on Bank resulting from supervisory actions due to breach, default or non-performance of undertakings, warranties, covenants, or obligations by the Vendor/Service Provider

29.2. Vendor/Service Provider shall be liable for any loss caused to the Bank due to any wilful negligence /malpractice by the Vendor/Service Provider or any of its officers, employees, agents or representatives which is found to be a causative factor for any fraud in spite of liability under the relevant statute, civil and/ or criminal as the case may be, for any malicious acts, negligent acts, wrongful acts, fraudulent acts and/ or offline transactions committed (including those committed by any of its employees, agents and/or representatives) in the performance of the Services under this Agreement



and shall not be deemed to be acting on or behalf of the Bank in any manner whatsoever to the extent of such acts and/ or transactions.

29.3. VENDOR/ SERVICE PROVIDER shall indemnify, protect and save the Bank against all claims, losses, costs, damages, expenses, action suits and other proceedings, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc. or such other statutory infringements in respect of Solution supplied by them.

29.3.1. All indemnities shall survive notwithstanding expiry or termination of the contract and bidder shall continue to be liable under the indemnities.

29.3.2. VENDOR/ SERVICE PROVIDER's aggregate liability shall be subject to an overall limit of the total Cost of the project.

29.3.3. All Employees engaged by VENDOR/ SERVICE PROVIDER shall be in sole employment of VENDOR/ SERVICE PROVIDER and the VENDOR/ SERVICE PROVIDER shall be solely responsible for their salaries, wages, statutory payments etc. That under no circumstances shall the Bank be liable for any payment or claim or compensation (including but not limited to compensation on account of injury / death / termination) of any nature to the employees and personnel of the bidder.

29.4. The limits specified in above clause shall not apply to claims made by the Bank/third parties in case of infringement of Intellectual property rights or confidential information, fraud or gross negligence or wilful misconduct or for claims relating to the loss or damage to real property and tangible personal property and for bodily injury or death and in these cases the liability will be actual claims.

30. Social Media Policy

30.1. No person of the Bank or the contractors and third parties shall violate the social media policy of the Bank.

30.2. The following acts on the part of personnel of the Bank or the contractors and third parties shall be construed as violation of social media policy:

30.2.1. Non-adherence to the standards/guidelines in relation to social media policy issued by the Bank from time to time.

30.2.2. Any omission or commission which exposes the Bank to actual or potential monetary loss or otherwise, reputation loss on account of non-adherence of social media related systems and procedures.

30.2.3. Any unauthorized use or disclosure of Bank's confidential information or data.

30.2.4. Any usage of information or data for purposes other than for Bank's normal business purposes and / or for any other illegal activities which may amount to violation of any law, regulation or reporting requirements of any law enforcement agency or government body.



31. Independent External Monitors:

31.1. The Name and Contact details of the Independent External Monitor (IEM) nominated by the Bank are as under:

Smt. Dolly Chakrabarty Email: dollychakrabarty@gmail.com	Sri. Hem Kumar Pande Email : hempande@hotmail.com
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32. Exemptions for Micro & Small Enterprises [MSEs] & Start-Up:

Purchase Preference to Micro and Small Enterprises (MSEs), Start-ups, Women, SC/ST and Purchase Preference linked with Local Content (PP-LC) shall be applicable subject to full compliance of other terms and conditions of the RFP and Contract. The terms and conditions applicable as per the Government of India Guidelines on Purchase Preference.

32.1. Micro & Small Enterprises [MSEs]:

- 32.1.1.** From time to time, the Government of India (Procuring Entity) lays down procurement policies to help inclusive national economic growth by providing long-term support to micro, small and medium enterprises and disadvantaged sections of society. The Procurement Policy for Micro and Small Enterprises, 2012 [amended 2018 and 2021] has been notified by the Government in exercise of the powers conferred in Section 11 of the Micro, Small and Medium Enterprises Development (MSMED) Act, 2006. Details of the policy along with the amendments issued in 2018 and 2021 are available on the MSME website.
- 32.1.2.** Under the amended Public Procurement Policy for MSEs, Order 2012, the Central Government Ministries/ Departments/ Public Sector Undertakings shall procure a minimum of 25 per cent of their annual value of goods or services from MSEs. (In accordance with General Financial Rules, 2017, Rule 153-(ii)).
- 32.1.3.** Micro and Small Enterprises (MSEs) registered under Udyam Registration are eligible to avail the benefits under the policy. MSEs would be treated as owned by SC/ ST or Women entrepreneurs:
 - In the case of proprietary MSE, proprietor(s) are SC /ST or Woman;
 - In the case of partnership MSE, the SC/ ST or Women partners hold at least 51% (fifty-one per cent) shares in the unit;
 - In the case of Private Limited Companies, SC/ ST or Women promoters hold at least 51% (fifty-one per cent) share.
 - It is mandatory to disclose the status as SC/ST/Women for in Udyam Registration.
- 32.1.4.** The Policy is applicable to all the Central Government Ministries/ Departments/ CPSUs. However, the policy is not applicable to State Government Ministries/ Departments/ PSUs.
- 32.1.5.** MSEs should provide proof of their being registered as MSE for the item under RFP along with their offer, with any agency mentioned in the Notification, including:
 - District Industries Centres or



- Khadi Village Industries Commission or
- Khadi & Village Industries Board or
- Coir Board or National Small Industries Corporation or
- Directorate of Handicrafts & Handloom or
- Any other body specified by the Ministry of Micro, Small & Medium Enterprises.
- Udyam Registration Certificate.

- 32.1.6. MSEs are exempted from paying EMD, subject to furnishing of Valid certificate for claiming Exemption.
- 32.1.7. Bidder has to submit as self-declaration accepting that if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the RFP, they will be suspended for the period of two years from being eligible to submit Bids for contracts with Canara Bank as per **Annexure-11**.
- 32.1.8. The aforesaid Policy is meant for procurement of only goods produced and Services rendered by MSEs and not for any trading activities by them. An MSE unit will not get any Purchase Preference over any other MSE Unit.
- 32.1.9. The details are available on web site dcmsme.gov.in. Interested vendors are requested to go through the same for details.
- 32.1.10. Additionally, the terms and conditions of the GTC (GeM terms & conditions) with regard to the MSEs exemption enshrined in the GeM portal (gem.gov.in) shall be applicable.

32.2. Start-up:

- 32.2.1. Applicable for Indian Bidders only as defined in gazette notification no. D.L-33004/99 dated 11.04.2018 of Ministry of Commerce and Industry and as amended from time to time.
- 32.2.2. As mentioned in Section-II of O.M. No.F.20/2/2014-PPD(Pt.) dated 20.09.2016 of Procurement Policy Division, Department of Expenditure, Ministry of Finance on Prior turnover and prior experience, relaxations may be applicable for all Start-ups [whether Micro & Small Enterprises (MSEs) or otherwise] subject to meeting of the quality and technical specifications specified in RFP document.
- 32.2.3. Relaxation to Startups: As per manual of procurement, the Procuring Entity reserves its right to relax the condition of prior turnover and prior experience for start-up enterprises recognized by Department for Industry & Internal Trade (DPIIT), subject to meeting of quality & technical specifications. Startups may be MSMEs or otherwise. The decision of the Procuring Entity in this regard shall be final
- 32.2.4. Startups are exempted from submission of EMDs.
- 32.2.5. For availing the relaxations, Bidder is required to submit requisite certificate towards Startup enterprise registration issued by Department of Industrial Policy and Promotion, Ministry of Commerce.

Bidder has to submit as self-declaration accepting that if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the RFP, they will be suspended for the period of two years from being eligible to submit Bids for contracts with Canara Bank as per **Annexure-11**.





32.3. Procurement through Local Suppliers (Make in India):

Department of Industrial Policy and Promotion under Ministry of Commerce and Industry vide letter no. P-45021/2/2017-PP (BE-II) dated 19/07/2024 has notified revised guidelines to be followed to promote manufacturing and production of goods and services in India under "Make in India" initiative.

- 32.3.1. "Local content" means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.
- 32.3.2. "Class-I local supplier" means a supplier or service provider, whose goods, services or works offered for procurement, meet the minimum local content as prescribed for 'Class-I local supplier' under the Public Procurement (Preference to Make in India), Order 2017.
- 32.3.3. "Class-II local supplier" means a supplier or service provider, whose goods, services or works offered for procurement, meets the minimum local content as prescribed for 'Class-II local supplier' but less than that prescribed for 'Class-I local supplier' under the Public Procurement (Preference to Make in India), Order 2017.
- 32.3.4. "Non-Local supplier" means a supplier or service provider, whose goods, services or works offered for procurement, has local content less than that prescribed for 'Class-II local supplier' under the Public Procurement (Preference to Make in India), Order 2017.
- 32.3.5. The 'local content' requirement to categorize a supplier as 'Class I Local Supplier' is minimum 50%. For 'Class-II Local supplier' the 'local content' requirement is minimum 20%.
- 32.3.6. The margin of Purchase preference shall be 20%.
- 32.3.7. Purchase preference for local supplier, self-certification, compliance, monitoring and other terms & conditions shall be as per the aforesaid Guidelines/Notifications. The Guidelines may be treated as an integral part of the RFP documents.
- 32.3.8. The 'Class -I Local supplier'/'Class -II Local supplier' at the time of tender, bidding or solicitation shall be required to indicate percentage of local content and provide self-certification that the item offered meets the local content requirement for 'Class -I Local supplier'/'Class-II Local supplier' as the case may be. They shall also give details of the location(s) at which the local value addition is made.
- 32.3.9. In cases of procurement for a value in excess of Rs.10 Crores, the 'Class-I Local supplier'/'Class -II local supplier' shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in case of companies) or from a practicing cost account or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.
- 32.3.10. False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules issued by the Ministry of Finance for which a Bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.





32.3.11. All the relevant documents/information regarding claim for preferential treatment under this policy must be submitted along with offer by the tenderers. Post tender submission of these information/documents shall not be considered. Further firms seeking these considerations shall be completely responsible for the truthfulness and authenticity of their claim for these benefits.

32.3.12. The Bidders complying with all the guidelines in this regard and providing supporting documents along with the bid can only participate in this bid.

Canara Bank has the authority to audit as well as witness production processes to certify the achievement of the requisite local content and/or to obtain complete back up calculation


Deputy General Manager





ANNEXURE-1

CHECKLIST

Sub: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

The bidder shall confirm whether following are submitted in their EOI/ bid. The bidder shall indicate the page no. where the details are furnished; otherwise, bid is liable for rejection.

Sl No	Details	Reference/ Clause Nos	Complied & Submitted (Yes/No)	Page No. at which details are enclosed
1.	Covering Letter.	Annexure-2		
2.	The documents in support of Eligibility Criteria, wherever required as mentioned in this EOI.	Annexure-3		
3.	Bidder's Profile.	Annexure-4		
4.	Authorization letter format for Bid Opening (to be carried by the person who is authorized to attend the Bid opening).	Annexure-5		
5.	List of major clients and the quantum of orders with approximate value executed to various organizations including BFSI, PSU, PSBs, IT Industry, Central/State Govt Depts and Public/Private Limited Companies for the last Three (3) years.	Annexure-6		
6.	Compliance Statement	Annexure-7		
7.	Non-Disclosure Agreement	Annexure- 8		
8.	Escalation Matrix	Annexure- 9		
9.	Office Details	Annexure- 10		
10.	Tender fee and bid security declaration	Annexure-11		
11.	Scope of Work	Annexure- 12		
12.	List of Electronic equipments identified to be taken under E-Waste	Annexure- 13		
13.	Make in India Certificate	Annexure- 14		
14.	Letter to return EMD	Annexure- 15		
15.	Undertaking for Not Being NPA	Annexure-16		
16.	Copy of Power of Attorney or Authorization letter from the Company			



SI No	Details	Reference/ Clause Nos	Complied & Submitted (Yes/No)	Page No. at which details are enclosed
	designating the authorized representative of the company for signing the bid document should be furnished along with the bid document.			

Note: Failure to produce the necessary proof may render the applicant in-eligible for empanelment.

SI No	Annexure-1: Other Clauses	Vendor Response [Yes/No]	Page No. at which details are enclosed
1	Whether Bidder has to submitted Declaration as per Annexure-11 in lieu of waiver of EMD?		
2	Whether the Bid is authenticated by authorized person? Copy of Power of Attorney or Authorization letter from the company authorizing the person to sign the bid document to be submitted in Conformity to Eligibility Criteria?		
3	Whether all pages are authenticated with signature and seal (Full signature to be affixed and not initials). Erasures / Overwriting / Cutting / Corrections authenticated Certification / Undertaking is authenticated?		
4	Whether address of Office on which communication / order has to be placed is indicated in Annexure-4		
5	Whether ensured that the offer is in sealed envelope and superscribed as Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years , The EOI No., Name of the Bidder and Due date of the EOI is specified on the top of the envelope.		
6	Whether ensured Indexing of all Documents submitted with page numbers?		

Vendors to verify the above checklist and ensure accuracy of the same before submission of the bid.

Date :

Signature with seal:

Place :

Name :

Designation :

The Authorization letter as per format Annexure-5 is to be carried in person and shall not be placed inside any of the bid covers.	Ensure
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ANNEXURE-2
Bid Covering Letter Format

(Covering Letter has to be submitted in company's letter head)

To
The Deputy General Manager
Canara Bank,
Centralized procurement and Vendor Management Vertical,
Technology Services Wing,
Naveen complex, 14 MG Road,
Bengaluru - 560 001.

Dear Sir,

Sub: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026.

We have examined the above-mentioned tender 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 get short-listed as '**Empanelment of Vendors for Disposal of E - Waste for a period of 3 years**'. The undersigned is authorized to sign on behalf of the Bidder Company and the necessary supporting documents delegating this authority is enclosed to this letter.

If our offer is accepted, we undertake to participate in the limited RFP/RFQ process to provide the selected technologies/services for which requirement arises in the Bank.

We agree to abide by and fulfill all the terms and conditions and scope of work as defined in EOI and in default thereof, to forfeit and pay to you or your successors, or authorized nominees such sums of money as are stipulated in the conditions contained in EOI.

We will not sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority (refer: F/No.6/18/2019-PPD dated 23/07/2020 of Public Procurement Division, Department of Expenditure, Ministry of Finance). We further understand that any false declaration and non-compliance of the above would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

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 confirm that we have noted the contents of the EOI and have ensured that there is no deviation in filing our response to the EOI and that the Bank will have the right to disqualify us in case of any such deviations.

We hereby undertake that we have not been blacklisted/debarred by any Scheduled Commercial Banks/Public Sector Undertakings/Government Entities in India as on date.



We hereby declare that the information submitted above is true to the best of our knowledge. We understand that in case any discrepancy is found in the information submitted by us, our Bid is liable to be rejected.

Date :
Place :

Signature with seal:
Name :
Designation :



ANNEXURE-3
Eligibility Criteria

(Eligibility Criteria Declaration has to be submitted in Company's letter head)

Sub: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026.

Sl. No.	Eligibility Criteria	Documents to be submitted in compliance with Eligibility criteria	Bidders response
1.	The Bidder should either be Class-I or Class-II local supplier as defined in Public Procurement (Preference to Make in India) Revised Order (English) dated 19/07/2024.	Certificate of local content to be submitted as per Annexure-14 as applicable.	
2.	The Company operating should be legally compliant company and can be: a. A partnership firm or a Limited Liability Partnership duly registered under the Limited Liability Partnership Act, 2008. (OR) b. Company duly registered in India as per Indian Companies Act, 1956 or Indian Companies Act, 2013. (OR) c. Proprietorship firm duly registered under the applicable shops and commercial Establishments Act and should be compliant to all the applicable laws.	Copy of Certificate of FIRM/LLP registration/Partnership Registration. (OR) Copy of Certificate of Incorporation and Certificate of Commencement of business in case of Public Limited Company or Certificate of Incorporation in case of Private Limited Company, issued by the Registrar of Companies. (OR) Copy of Certificate of registration under and Certificate of Commencement of business in case of Public Limited Company or Certificate of Incorporation in case of Private Limited Company, issued by the Registrar of Companies. For (c) Documentary proof for confirming registration of Proprietorship firm (e.g. Copy of Certificate of registration under shops and commercial Establishments Act., GST, PAN etc.)	
3.	The bidder should submit a declaration a. If not a group of company, Bidder Company is not owned or controlled by any Director, or Key managerial personnel of the Canara Bank or their relatives (or) b. If not a group of company,	Letter of Undertaking/Declaration to the effect in company's letter head has to be submitted to this effect.	



	Bidder Company is owned or controlled by any Director, or Key managerial personnel of the Canara Bank or their relatives.		
4.	The Bidder should provide confirmation that any person/ Partnership/ LLP/ Company including any subsidiary or holding company/ proprietorship connected to bidder directly or indirectly has not participated in the EOI process.	The bidder should submit letter of confirmation on the Company's letter head to this effect.	
5.	Bidder to provide undertaking that none of the proprietor/ partners/ directors of the bidder(s) is/are relatives of any member of the Bank's Board of directors.	Letter of Undertaking in company's letter head.	
6.	The Bidder should have an average annual turnover of Rs.40 Lakhs during last 3 financial years (i.e., 2022-23, 2023-24 & 2024-25) from Indian operations. This must be the individual company turnover under E-Waste disposal and should have filed the Annual Returns under the E-waste Management Rules. The turnover should not be of any group of companies.	Bidder should submit Audited Balance Sheet copies for last 3 financial years i.e., 2022-23, 2023-24 & 2024-25 along with certificate from the Company's Chartered Accountant to this effect with Unique Document Identification Number.	
7.	The Net Worth of bidder should not be negative as on 31/03/2025 and also should have not been eroded more than 30% in the last three financial years ending on 31/03/2025.	The bidder should submit certificate from the Company's Chartered Accountant with UDIN to this effect.	
8.	The Bidders should have valid Registration Certificate as a duly authorized E-Waste recycler / Re-furbisher registered with CPCB under E-Waste (Management) Rules, 2022 issued by Central/State Pollution Control Board and shall possess all statutory approvals, Licenses and permissions as per the current requirements for collecting, transporting, dismantling, recycling of disposal of E-Waste. The registration should be valid for a period of next 6 months at least from the date of this EOI.	The Bidder should submit Copy of the valid Registration Certificate as Recycler/Re-furbisher under E-Waste Management Rules issued by Central/State Pollution Control Board. Consent to Operate (CTO) and Authorization Certificate for Hazardous Waste Management issued by the State Pollution Control Board in the area of operation.	





	The bidder should be able to meet all future requirements/guidelines issued by GOI from time to time.		
9.	The Bidder should have valid Business and Facility Licenses issued by the Competent Authority as per the current requirements for collecting, transporting, dismantling, recycling of e-waste.	The Bidder should submit Company registration/ Certificate of Incorporation and Trade License and Factory License issued by the Competent Authority	
10.	The bidders should have valid EPR Certificate issued by Central Pollution Control Board as per the current requirements for collecting, dismantling, recycling of e-waste.	Copy of the valid EPR Certificate issued by Central Pollution Control Board to be submitted.	
11.	The Bidder should have minimum experience of three (3) years in the management of E-Waste as on 31/03/2026.	Copy of Letter of Remittance and Invoice Copies issued by BFSI Sector/ PSUs/PSBs / IT Industry/ Central - State Government Depts./Public/Private Limited Companies pertaining to E-Waste disposal along with Copy of Letter of Empanelment issued by BFSI Sector/ PSUs/PSBs / IT Industry/ Central - State Government Depts./Public/Private Limited Companies wherever available.	
12.	The Bidder should have Executed at least one order for disposal of E-waste for BFSI Sector/ PSUs/PSBs / IT Industry/ Central -State Government Depts./Public/Private Limited Companies during any one of the year during the last 3 years as on 31/03/2026.	Copy of Letter of Remittance and Invoice Copies issued by BFSI Sector/ PSUs/PSBs / IT Industry/ Central - State Government Depts./Public/Private Limited Companies pertaining to E-Waste disposal.	
13.	Bidders should not be under debarment/blacklist period for breach of contract/fraud/corrupt practices by any Scheduled Commercial Bank/ Public Sector Undertaking / State or Central Government or their agencies/ departments on the date of submission of this RFP.	A self-declaration letter by the bidder on the Company's letter head should be submitted to this effect.	
14.	The Bidder should submit an undertaking to the effect that after deactivation/degaussing of the data and /or destruction of storage media, the data cannot be retrieved by using any procedure	An undertaking letter in letter head to be submitted by the bidder. Bidder also need to submit an undertaking that all the e-waste items as proposed by Canara Bank for disposal above, will be disposed off as per the e-waste guidelines	





		of State/Central Government authorities.	
15.	Any Bidder (including OEM and OSD/OSO, if any) from a country which shares a land border with India will be eligible to bid, only if the bidder (including OEM and OSD/OSO) are registered with the Competent Authority. Bidder (entity) from a country which shares a land border with India means: a. An entity incorporated, established or registered in such a country; or b. A subsidiary of an entity incorporated, established or registered in such a country; or c. An entity substantially controlled through entities incorporated, established or registered in such a country; or d. An entity whose beneficial owner is situated in such a country; or e. An Indian (or other) agent of such an entity; or f. A natural person who is a citizen of such a country; or g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.	A declaration stating "We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. We further certify that we and our OEM are not from such a country or if from such a country, has been registered with Competent Authority. We hereby certify that we and our OEM fulfills all requirements in this regard and are eligible to be considered" to be submitted in Company's letter head. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.	
16.	Authorization Certificate - Whether the EOI is authenticated by authorized person.	Bidder to submit a copy of the Board Resolution and the Notarized Power of attorney /Letter of authority if authority is sub delegated as mentioned in Board Resolution and KYC documents evidencing the authority delegated to the authorized signatory	
17.	The Bidder and Bidder's parent company (applicable if both are different) should not have been declared Non-Performing Asset (NPA), defaulter in repayment of instalments by any BFSI organization and not undergoing	Self-Declaration letter signed by Authorized Signatory to be submitted as per Annexure-16 Note: In case, the bidder is having any parent company, then both the Bidder and the Bidder's parent company to submit	



	Corporate Insolvency Resolution Process (CIRP), liquidation, or bankruptcy proceedings as on date of submission of the tender, otherwise the bid will not be considered.	separate Annexure-16. Otherwise, Bidder alone has to submit Annexure-16.	
18.	Bidder should declare that they are complying with all the regulatory and statutory guidelines issued by the MOEF/Central and State Government authorities/RBI from time to time related to the scope of the RFP	Self-Declaration letter by Bidder authorized signatory	
19.	Non-disclosure agreement	Non-Disclosure agreement (as per ANNEXURE-8) to be submitted by the bidder.	

We have carefully gone through the contents of the above referred EOI along with replies to pre-bid queries & amendment, if any and furnish the following information relating to Eligibility Criteria.

We confirm that the information furnished above is true and correct. We also note that, if there are any inconsistencies in the information furnished above, the bid is liable for rejection. All documentary evidence / certificates confirming compliance to Eligibility Criteria should be part of Eligibility bid.

Date :
Place :

Signature with seal:
Name :
Designation :



ANNEXURE-4
Bidder's Profile

(Bidder's Profile has to be submitted in company's letter head)

Sub: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026.

Sl. No.	Particulars	Details
1)	Name of the Bidder	
2)	Constitution	
3)	Date of Establishment/ Incorporation	
4)	Whether in technical collaboration with Foreign Company? If so give details	
5)	Number of Years in the Business	
6)	Address for Correspondence: Registered Office: Corporate Office:	
7)	Single Point of contact for this EOI and upcoming RFP/RFQ Name: Designation: Mobile No.: Landline No.: Fax: Email-ID (any changes in the above should be informed in advance to Bank)	
8)	Domestic Customer Base (Number of Clients for Where Consultancy Service have been provided in India)	
9)	Details of Service Net Work	
10)	PAN number GSTIN <u>Beneficiary Bank Details</u> Beneficiary Name Beneficiary Account Number Type of Account (OD/OCC etc.) IFSC Name of the Bank and Branch address	

Wherever applicable submit documentary evidence to facilitate verification.

We hereby declare that the information submitted above is true to the best of our knowledge. We understand that in case any discrepancy is found in the information submitted by us our Bid is liable to be rejected.

Date :
Place :

Signature with seal:
Name :
Designation :



ANNEXURE-5
Authorization Letter Format

(Authorization Letter Format has to submitted in Company's Letter Head)

The Deputy General Manager
Canara Bank,
Centralized procurement and Vendor Management Vertical,
Technology Services Wing,
Naveen complex, 14 MG Road,
Bengaluru - 560 001.

Date: _____

Dear Sir,

Sub: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026.

This has reference to your above EOI for **Empanelment of Vendors for Disposal of E - Waste for a period of 3 years** in your Bank.

Mr. / Miss/Mrs. _____ is hereby authorized to attend the bid opening of the above EOI _____ DT: _____ on _____ on behalf of our organization.

The specimen signature is attested below:

Specimen Signature of Representative

Signature of Authorizing Authority

Name & Designation of Authorizing Authority

Place :



List of Major Customers of the Bidder in Last 3 Years and References

Sub: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026.

Sl. No.	Name and complete Postal Address of the Customer	Name, Designation, Telephone, Fax, Telex Nos., e-mail address of the contact person (customer)	Nature and Description of the business during last 3 years/orders Order No. & date value etc.	Documentary Proofs like Satisfactory Letter from customer to be Enclosed or Purchase Order copies along with work completion certificate to be enclosed
1	2	3	4	5

(Enclose necessary documentary proof)

Date :
Place :

Signature with seal:
Name :
Designation :



Annexure-7

Compliance Statement

(Compliance Statement has to be submitted in Company's Letter Head)

The Deputy General Manager
Canara Bank,
Centralized procurement and vendor Management Vertical,
Technology Services Vertical,
Naveen complex, 14 MG Road
Bangalore - 560 001

Date: _____

Dear Sir,

Sub: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026.

We understand that any deviations mentioned elsewhere in the bid will not be considered and evaluated by the Bank. We also agree that the Bank reserves its right to reject the bid, if the bid is not submitted in proper format as per subject

Sl. No.	Description	Complied Yes/No
1	Scope of Empanelment	
2	Empanelment Procedure	
3	Instructions to Applicants	

We also undertake to comply with the e-waste guidelines of State, Central Government and Ministry of Environment & Forests or any other Regulatory guidelines currently in force and issued from time to time with regard to the disposal of e-waste.

We hereby declare that the information submitted above is true to the best of our knowledge. We understand that in case any discrepancy is found in the information submitted by us our tender is liable to be rejected.

Place:

Signature with seal

Name :

Designation :



ANNEXURE-8
Non-Disclosure Agreement

(To be given on the Company's Letter Head)

WHEREAS, we, _____,
having Registered Office at _____, hereinafter referred
to as the Bidder, are agreeable to provide services at locations allocated by Canara Bank,
having its office at 14, Naveen complex, HO(annex), M.G Road Bengaluru -560001
hereinafter referred to as the BANK and,

WHEREAS, the Bidder understands that the information regarding the Bank's Infrastructure
shared by the BANK in their Expression of Interest is confidential and/or proprietary to the
BANK, and

WHEREAS, the Bidder understands that in the course of submission of the offer for
"Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a
period of 3 years" and/or in the aftermath thereof, it may be necessary that the Bidder
may perform certain jobs/duties on the Banks properties and/or have access to certain
plans, documents, approvals or information of the BANK; NOW THEREFORE, in
consideration of the foregoing, the Bidder agrees to all of the following conditions, in
order to induce the BANK to grant the Bidder specific access to the BANK's
property/information. The Bidder will not publish or disclose to others, nor, use in any
services that the Bidder performs for others, any confidential or proprietary information
belonging to the BANK, unless the Bidder has first obtained the BANK's written
authorization to do so.

The Bidder agrees that notes, specifications, designs, memoranda and other data shared
by the BANK or, prepared or produced by the Bidder for the purpose of submitting the
offer to the BANK for the said solution, will not be disclosed during or subsequent to
submission of the offer to the BANK, to anyone outside the BANK.

The Bidder shall not, without the BANKs written consent, disclose the contents of this
Request for Proposal (Bid) or any provision thereof, or any specification, plan, pattern,
sample or information (to be) furnished by or on behalf of the BANK in connection
therewith, to any person(s) other than those employed/engaged by the Bidder for the
purpose of submitting the offer to the BANK and/or for the performance of the Contract in
the aftermath. Disclosure to any employed/engaged person(s) shall be made in confidence
and shall extend only so far as necessary for the purposes of such performance.

Date

Signature with seal

Name :

Designation :



Annexure-9
Escalation Matrix

(Should be submitted on Company's letter head with company seal and signature of the authorized person)

SUB: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026.

For Service-Related Issues

Name of the Bidder Firm:

Sl. No.	Name	Level of Contact	Office Postal Address	Phone No.	Mobile No.	Fax	Email address
a.		First Level Contact					
b.		Second level contact (If response not received in 4 Hours)					
c.		Regional/Zonal Head (If response not received in 24 Hours)					
d.		Country Head (If response not received in 48 Hours)					

Any change in designation, substitution will be informed by us immediately.

Date:
Place:

Signature with seal
Name:
Designation:



Annexure- 10
Office Details

(Office Details has to be submitted in Company's Letter Head)

SUB: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026

Sl. No.	Name of the Office/ Location	Postal Address and Telephone No's	E-mail ID of office	Service Facilities Available (Describe)	Number of Employees
1.					
2.					
...					

Date:
Place:

Signature with seal:
Name :
Designation :



Bid Security Declaration

To,

Annexure-12
Scope of Work

Sub: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026.

Scope of Vendor/s for disposal of E Waste is as follows.

1. The empanelment is being done on Pan India Basis.
2. Empaneled vendors are required to mandatorily collect the e-Waste from all the locations/Branches of the Bank. Bidder should be agreeable to collect e-waste from all such identified locations.
3. The panel of vendors selected through this process will be empaneled for a period of three years with a provision for review after one year.
4. The panel of vendors shortlisted by the Bank would be used by all Branches/Offices of the Bank across the country to invite offers/price bids for e-waste management subject to the terms and conditions of the RFP.
5. The successful bidder should make the full payment to the Bank before picking up the items from the Branches/Offices within 2-3 working days from the date of selection of bidder. GST and other taxes as per Govt. norms on the auction proceeds will be extra.
6. The Successful Bidder has to collect the e-waste within 2 weeks from the date of awarding the contract.
7. The Successful Bidders failing to collect e-waste from the Bank's location in terms of the Order issued to them on even one occasion may also be delisted from the Bank's empanelment.
8. The e-waste should be disposed off in accordance with the timelines laid down by the Govt. of India guidelines currently in force/ from time to time. On final disposal, the vendor would be required to provide the required Certificates such as Data Destruction certificate, and disposed off in scientific manner & eco-friendly recycling to this effect to the Bank within 30 days after receipt of e-waste.
9. The selected Bidder has to remove the storage media viz., Hard disk, Tapes, DATs, etc., and the same has to be degaussed in front of the Bank officials before collecting the e-waste from the Bank.
10. If e-waste is generated /collected in one State and required to be transported to another state for dismantling/recycling/final disposal, it would be the responsibility of the bidder(vendor) to have necessary approval /"No Objection Certificate" from the concerned State Pollution Control Board / Pollution Control Committee of Union Territory and intimate the State Pollution Control Board / Pollution Control Committee of Union Territory in transit as required by the GOI guidelines currently in force and issued from time to time. E-way bill generation is the responsibility of the Bidder.
11. It would be the responsibility of the bidder (vendor) for safe transit of the e-waste from Bank's location to the vendor's location. In case of any untoward happening during the transit of e-waste, the empaneled vendor (successful bidder) will be held solely responsible for the loss/consequences.
12. The bidder shall be entirely responsible for all taxes, duties, license fees, road permits, other taxes etc. incurring during e-waste handling process.



We confirm to each and every point of the Scope of Work mentioned above without any deviations.

Date:

Signature with seal

Name :

Designation :



Annexure-13

LIST OF ELECTRONIC EQUIPMENTS IDENTIFIED TO BE TAKEN UNDER E-WASTE

No.	Category	Items
1	Computers	Server/ Desktop Computer (CPU, Monitor, Key Board and Mouse), Laptop, Note Book, Dumb Terminal etc or similar items, Main frames, Mini Computer, Personal Computers (CPU with input and output devices), Laptop Computers (CPU with input and output devices) Note Book Computers, Notepad Computers, Tablet etc., or similar items.
2	Printer & Accessories	All type of Printers, all type of Scanners, Printer Cartridge, Toner, etc., or similar items, Copying equipment, Mouse, Key Board, Electronic and Electronic Typewriters etc or similar items.
3	Network Equipments	End of life/End of support Routers, Switches, Patch Panel, Modem, Converter, VSAT equipments, etc., or similar items.
4	IT Accessories	Biometric Login Devices, Floppy, CD and DVD, Pen Drive, External Hard Disk, External CD/DVD Writer, DAT Drive, Speaker, Laptop Battery, Hand Held Device, VC Equipments, Racks, Data Cartridge etc. or similar items and any other I.T. related Hardware items.
5	ATMs & Kiosks	ATMs, Kiosks of all types (Pass Book Printing Kiosks, Cash Deposit Machines, Cheque Deposit Machines, Bulk Note Accepters and Recyclers etc.,) or similar items.



Annexure-14
Make in India Certificate

(Should be submitted on Company's letter head with company seal and signature of the authorized person)

Bidder's Reference No. _____

Date.....

To,
The Deputy General Manager
Canara Bank,
Centralized Procurement and Vendor Management Vertical,
Technology Services Wing,
Naveen Complex,
14 M G Road,
Bengaluru - 560 001, Karnataka.

Sub: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026.

Dear Sir/Madam,

(To be certified by statutory auditor or cost auditor of the company (in the case of companies) for a tender value above Rs.10 crores giving the percentage of local content.)

1. In line with Government Public Procurement Order No. P-45021/2/2017-PP (BE-II) dated 19.07.2024 and its amendments, we hereby certify that we M/s _____ are local supplier meeting the requirement of minimum local content i.e., _____% against Canara Bank Tender No..... dated..... We qualify as a _____ (Class-I or Class II) local supplier. Details of location at which local value addition will be made as follows: _____.
2. We also understand, false declarations will be in breach of the code of integrity under rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151(iii) of the General Financial Rules along with such other actions as may be permissible under law.
3. We have submitted the details indicating total cost value of inputs used, total cost of inputs which are locally sourced and cost of inputs which are imported, directly or indirectly with the commercial proposal.

Place:
Date:

[Signature of Authorized Signatory of Bidder]
Name:
Designation:
Seal



Annexure-15
Letter to Return EMD (if applicable)
[On Firm's / Company's letter head]

To,
The Deputy General Manager
Canara Bank,
Centralized Procurement and Vendor Management Vertical,
Technology Services Wing,
Naveen Complex,
14 M G Road,
Bengaluru - 560 001, Karnataka.

Sub: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026.

We _____ (Company Name) had participated in the EOI for Expression of Interest for Empanelment of Vendors for Disposal of E-Waste for a period of 3 years.

Details of EMD submitted are as follows:

Sl. No.	Bidder Name	BG/DD/NEFT/RTGS Ref No.	Drawn on Bank Name	Date of BG/DD/NEFT/RTGS	Amount in Rupees

Bank details to which the EMD amount to be returned via NEFT/RTGS are as follows:

Account Title/Name	
Account Number	
IFSC Code	
Account Type	
Name of the Bank with Branch Address	

Declaration:

1. We here by note that the EMD submitted will be returned as per the terms and conditions of the EOI.
2. We hereby confirm that the information submitted above is true to the best of our knowledge. We understand that in case any discrepancy is found in the information submitted by us Bank is not liable under any circumstances.

Date:
Place:

Signature with seal
Name:
Designation:



Annexure-16
Undertaking For Not Being NPA

Date:

To,

The Deputy General Manager,
Canara Bank,
Centralized Procurement and Vendor Management Vertical,
Technology Services Wing,
Naveen Complex, 14 M G Road, Bengaluru-560 001.
Karnataka

Dear Sir,

Sub: Expression of Interest for Empanelment of Vendors for Disposal of E - Waste for a period of 3 years.

Ref: EOI 01/2026-27 dated 24/06/2026.

We _____ (Bidder/ Bidder's Parent Company), hereby undertake that-

- We have not been declared NPA and defaulter in repayment of instalments by any Bank/Financial Institute in India.
- We do not have any pending case with any organization across the globe, which affects our credibility to service the Bank.
- Further, we are not undergoing Corporate Insolvency Resolution Process (CIRP), liquidation, or Bankruptcy proceedings.

Yours faithfully,

Date:

Place:

Signature of Authorized Signatory:

Name of Signatory:

Designation:

Seal of Company:

