

**Office of the Pr. Accountant General (Audit-I) West Bengal,  
Local Audit Department  
2, Govt. Place (West), Treasury Building, 1st Floor, Kolkata – 700 001**

No.LA/REC/WOR/227/ 1945

Dated: 20/11/2024

**NOTICE INVITING QUOTATION**

Sealed quotations are invited through limited tender enquiry from the reputed persons/firms willing to purchase old furniture to be disposed of on “As is where is” basis from Treasury/GI Press Buildings of this office. The details of items to be disposed are as under:

Sl. No.	Particulars/ Items	Quantity	Minimum Reserve Price per Unit (In Rs.)	Total Amount (In Rs.)
01	TDU (Small)	40	310/-	12400/-
02	TDU (Big)	30	710/-	21300/-
03	Steel Almirah (Big)	23	1500/-	34500/-
04	Steel Almirah (Small)	01	550/-	550/-

Sealed envelope with superscript “Quotation for disposal of old furniture” addressed to the Senior Audit Officer (Record), Local Audit Department, O/o the Pr. Accountant General (Audit-I), West Bengal, Treasury Building, 1<sup>st</sup> Floor, 2 Govt. Place (West), Kolkata – 700 001 may be submitted to Assistant Audit Officer/ Record Section, 2<sup>nd</sup> floor, GI Press Buildings, Kiran Shankar Roy Road, Kolkata – 700 001 in person on or before **27.11.2024 by 12.00 noon** and bids will be opened on the same day at **3.00 PM**. Necessary terms & conditions of the tender are listed in the Annexure-I (enclosed).

Selected Vendor will have to collect the items from the office premises within 7 days from the date of issue of Work Order.

*Sanjiv 20/11/24*  
Senior Audit Officer (Record)

**Copy forwarded to the following with the request to display the NIQ in Notice Board:**

1. The Secretary to Pr. A.G. (Audit-I), West Bengal
2. The Sr. Audit Officer (Record), O/o the Pr. A.G. (Audit-I), West Bengal
3. The Sr. Audit Officer (Record), O/o the Director General (Central) Audit, Kolkata
4. The Sr. Audit Officer (Record), O/o the A.G. (A&E), West Bengal
5. The PA to DAG (Admin) O/o the Pr. A.G. (Audit-I), WB, Local Audit Department
6. Hindi Cell, LAD/Admn for Hindi translation of the NIQ
7. Notice Board, LAD, Treasury Building



*Sanjiv 20/11/24*  
Sr. Audit Officer (Record)

## Annexure-I

### (Terms & Conditions)

1. The disposal of old furniture shall be on an 'As is where is' basis and no guarantee or certificate of its worthiness of quality will be given by this office. The condition of the items may be inspected physically between 11 AM to 4 PM on any working day w.e.f. **20.11.2024 to 26.11.2024** at this office at 2<sup>nd</sup> Floor, GI Press Buildings, Kiran Shankar Roy Road, Kolkata – 700 001.
2. An Earnest Money Deposit (EMD) to the tune of Rs.1,500/- (Rupees one thousand five hundred) in the form of cheque/ demand draft in favour of '**PAO (Audit), O/o the Accountant General (A&E), West Bengal**' shall be submitted.
3. This NIQ is non-transferable. The contractor will not be permitted to authorize any sub-contractor or any other firm to collect the materials or execute the contract on his behalf.
4. This office reserves the right to reject any part of NIQ or in full without assigning any reason.
5. Bid should be submitted to Record Section/LAD, GI Press Building, 2<sup>nd</sup> Floor, Kiran Shankar Roy Road, Kolkata – 700 001 on or before **27.11.2024 by 12.00 noon**. Bid after due date and time will not be considered in any cause. The bid sent through FAX, e-mail, post/ speed post or by any other means other than stipulated in the NIQ notice without covering letter will not be considered by this office and shall be liable to be rejected.
6. Bid shall be quoted on Unit price.
7. Validity of offer: This offer will be valid upto 30 days from the date of opening of the bid.
8. Tender fee is **NIL** in this matter.
9. The successful bidder will be required to deposit the total bid/ quoted amount by means of Demand Draft in favour of '**PAO (Audit), O/o the Accountant General (A&E), West Bengal**' within two (2) working days from the date of award of contract and the items will be lifted by the firm within the date specified in the lifting order. Failure to do so shall result in forfeiting of EMD.
10. The EMD of the successful bidder will only be released after submission of quoted amount in the prescribed form by the successful bidder. If the successful bidder fails to deposit the quoted amount within stipulated date, the EMD of the firm will be forfeited. The lifting of materials will be made by the contractor on any working day as specified between 11 AM and 4 PM. The contractor will have to inform at least one working day in advance of the intended date of lifting of the materials. The contractor will be required to bring his own vehicle for lifting the materials and will deploy his own labour and other items as may be required for packing and lifting the materials. The lifting of old furniture will be allowed from the designated places only and after issuance of necessary security/ gate pass.
11. EMD of unsuccessful bidder will be returned after completion of the bidding process.



*Signature* 20/11/24  
Sr. Audit Officer (Record)