

Government of India
Office of the Principal Accountant General (Audit-I), West Bengal
2, Govt. Place (West), Treasury Buildings (1st floor), Kolkata – 700001
(Indian Audit and Account Department)


Dated: 10.02.2021

NOTICE INVITING TENDER

Sealed quotations are invited from reputed, experienced and registered vendors for sale of Old furniture of this office as per enclosed specification (Annexure A) and Scope of Work and terms and conditions (Annexure B).

The bid filled in the specified format (Annexure C) along with required documents packed in an envelope super scribed "Tender for Disposal of Old Furniture" should be submitted (by hand only) to Senior Audit Officer, Record Section (Audit-I), 1st Floor, Treasury Buildings, 2, Government Place (West), Kolkata- 700 001 by **12.00 PM on 22nd February'2021**. Bids received after the stipulated date and time shall not be entertained.

The bid shall be opened at 12:30 PM on 22nd February' 2021 by Disposal Committee of this office. Authorized representatives (as per Annexure D) of the firms may attend at the time of opening of the bids. If, due to any exigency, the due date for opening of bids declared "Holidays", the bids shall be opened on the next working day at the same time or any other date and time as decided by the competent authority.


Sr. Audit Officer (Record & Estate)

Copy to (through e-mail only) for information & wide circulation:-

1. Sr. A.O. (Rec.), O/o the Pr. A.G. (A&E), W.B., Kolkata - 700001
2. Sr. A.O. (Rec.), O/o the DGA(Central), 8, K.S. Roy Road, Kolkata - 700001
3. Sr. A.O. (Rec.), O/o the A.G.(Audit-II),W.B., 3rd MSO Building, CGO Complex (5th floor), DF Block, Salt Lake, Kolkata - 700064
4. Sr. A.O. (Rec.), O/o the Director General of Audit (Mines), 1, Council House Street, Kolkata-700001.
5. Sr. A.O. (Rec.), O/o of the Pr. Dir. of Audit, Eastern Railway, New K G building, Old Strand Road, Kolkata-700001.
6. Notice board.
7. Forwarded to EDP section for uploading in the departmental website & published in <http://www.eprocure.gov.in>.

Annexure A

Details of Furniture:

A) Furniture (Old & Obsolete):

Sl. No.	Particulars of furniture	Quantity	Reserve price (₹)/ unit
1	Work Station	179	150.00
2	Modular Table	36	210.00
3	Computer Table	29	65.00
4	Wooden Table (small)	24	300.00
5	Wooden Table (Big)	7	1999.00
6	Executive Chair	6	325.00
7	Wooden Chair	115	145.00
8	Modular Chair	214	240.00
9	Small Almirah	8	300.00
10	Big Almirah	83	500.00
11	Shelves	28	100.00

B) Furniture (Scrap):

Sl. No.	Particulars of furniture	Quantity	Reserve price (₹)(Lump Sum)
1	Modular Table	30	600.00
2	Wooden Table (small)	4	200.00
3	Executive Chair	1	50.00
4	Wooden Chair	14	700.00
5	Modular Chair	77	1540.00
6	Big Almirah	8	1600.00
7	Shelves	3	250.00

Annexure B

General Instructions and Terms & Conditions:

1. The furniture will be disposed of on "as is where is basis" and deemed to have been on the clear understanding that they have satisfied themselves full in regard to the conditions, quality and quantity of the furniture/ items proposed to be sold.
2. The vendor should satisfy himself thoroughly as to what is offered for sale before submitting his quotation and may inspect the furniture on any working day between 12 pm to 3:30 pm prior to bidding and shall be deemed (whether or not such inspection shift have in fact taken place) to have had notice of all defects as aforesaid which might have discovered on inspection and shall not be entitled to compensation on account thereof.
3. The successful bidder has to submit the quoted amount at the time of disposal. The sold furniture will be removed by the successful bidder(s) within 7 days in consultation with record section of this Office. No assistance/transportation will be provided by this office. Permission to take out the disposed furniture from office premises will not be allowed on holidays/Saturdays and Sundays.
4. Regarding any other unforeseen financial liabilities occurring in future, the discretionary power will be vested completely on this office.
5. In case any firm is already done same kind of work with any other Ministry/Department of State/Central Government or other reputed Organization (details thereof may also be furnished along with the quotations) will be preferred.
6. The Office is not bound to accept the highest rate and reserves the right to accept or reject any tender in full or in part without assigning any reason thereof and giving any compensation. The decision of the office in this regard shall be final and binding on the firm. Any enquiry after submission of the quotations will not be entertained.
7. **Interested bidder should quote for all items. Split bid is not allowed.**
8. No overwriting or cutting is permitted in the quotation. In such cases, the tender shall be summarily rejected. Incomplete quotations will also be rejected.

9. The rates should be quoted exclusive of all taxes and duties. All statutory taxes and duties, if any, shall be charged extra on prevalent rates at the time of delivery (hand over), over and above the rates quoted by bidders and shall be paid by the bidder in full.
10. If the items are not removed within 2 weeks (7 days + 7 days) of receiving work order, 1% of the base price of the quoted amount will be charged for delay per week.
11. Firm has to submit the declaration (on company's letter head) that it has not been black listed in the past by any other Ministry/Department of State/Central Government or other reputed Organization.
12. If the successful bidder fails to deposit the quoted amount within specified time, the firm/agency shall be blacklisted by this office from making all subsequent contract.
13. The conditional bids shall not be considered and likely to be rejected in the very first instance.
14. The Contractor/Vendor shall be responsible for any injury to their workmen during removal of furniture.
15. No minor shall be engaged at work.
16. All disputes and differences arising out of or in connection with this bids/contract shall be subject to the exclusive jurisdiction of courts at Kolkata.
17. Any additions / modifications of the NIT will be uploaded in the office website <https://cag.gov.in/ag1/west-bengal/en/tenders>. Interested bidders may look the website for further updates, if any.

Annexure C

To
The Deputy Accountant General (Admn.),
O/o the Principal Accountant General (Audit-I), W.B,
2, Government Place (W), Treasury Buildings, 1st Floor,
Kolkata – 700 001

Subject: Tender for Disposal of Old Furniture

Sir/Madam,

With reference to your Pr. AG (Audit-I)/Rec/DISP/2001/7-2/Vol. II/241 dated 10.02.2021, I am to submit my bid for purchase of old furniture:

A) Old & Obsolete	Sl. No.	Particulars of furniture	Quantity*	Reserve price (₹)/ unit	Rate (₹)*	Amount (₹)*
	1	Work Station	179	150.00		
	2	Modular Table	36	210.00		
	3	Computer Table	29	65.00		
	4	Wooden Table (small)	24	300.00		
	5	Wooden Table (Big)	7	1999.00		
	6	Executive Chair	6	325.00		
	7	Wooden Chair	115	145.00		
	8	Modular Chair	214	240.00		
	9	Small Almirah	8	300.00		
	10	Big Almirah	83	500.00		
	11	Shelves	28	100.00		

B) Scrap	Sl. No.	Particulars of furniture	Quantity*	Reserve price (₹) (Lump Sum)	Rate (₹)*	Amount (₹)*
	1	Modular Table	30	600.00		
	2	Wooden Table (small)	4	200.00		
	3	Executive Chair	1	50.00		
	4	Wooden Chair	14	700.00		
	5	Modular Chair	77	1540.00		
	6	Big Almirah	8	1600.00		
	7	Shelves	3	250.00		

* Actual no. may be increased or decreased at the at the time of disposal and amount will be revised accordingly

I further affirm that I have read and fully understood the bid and agree to abide by all the terms and conditions laid therein. In case, I fail to abide by the terms and conditions or to carry on the contract satisfactorily, I will be liable to the termination of contract as mentioned in the terms and conditions.

Yours faithfully,

Date:

Signature with seal(of the authorized person)

Name:

Address :

Contact No.:

FAX/ E-mail :

Annexure-D

LETTER OF AUTHORISATION FOR ATTENDING THE OFFICE

To
The Deputy Accountant General (Admn.),
O/o the Principal Accountant General (Audit-I), W.B,
2, Government Place (W), Treasury Buildings, 1st Floor,
Kolkata – 700 001

Subject: Authorization for attending the office on 12:30 PM on 22nd February'2021 in
the bid for purchase of old furniture

Sir,

Following person is authorized to attend the office for the tender mentioned above on
behalf of _____ (Bidder).

Name of the Representative	Specimen Signature

Yours faithfully,

Date:

Signature with seal (of the authorized person)

Note: Maximum one representative will be permitted to attend the office. Permission for entry to the office may be refused in case authorization as prescribed above is not received.