

कार्यालय  
प्रधान महालेखाकार ( लेखापरीक्षा )  
मेघालय, शिलॉंग- 793001  
ऑडिट भवन



OFFICE OF THE  
PRINCIPAL ACCOUNTANT GENERAL  
(AUDIT)  
MEGHALAYA, SHILLONG -793001  
AUDIT BHAWAN

No. Rec/Au/8-15/2024-25/ 45

Dated: 13.05.2025

**NOTICE INVITING TENDER**

This office invites sealed quotations for the disposal of unserviceable assets on "as is where is basis". The quotation will be governed by the following terms and conditions:

The quotation must be submitted along with a **Demand Draft for Rs. 474/- (Rupees Four Hundred Seventy-Four only)** against the items listed at Annexure, being the Earnest Money Deposit (EMD) drawn in favour of Pay & Accounts, Office of the Principal Accountant General (A&E), Meghalaya, Shillong. Any quotation received without the requisite EMD will be summarily rejected.

1. Intending bidders may inspect the stores on any working days between **2:00 PM to 4: 00 PM** before the last day of submitting the quotation by seeking appointment from **Record Section/EDP Cell** over telephone  
**No. 0364-2319805/2319827.**
2. Prices must be quoted for all the items compulsorily. Quotations for part of the items will be summarily rejected. Any bidder who quotes the price for part of the items will be rejected. Bidding must be compulsorily for all the items indicated in Annexure.
3. The rates should be quoted separately for the items listed out in the Price Bid as given at Annexure in a single envelope. The rates should be quoted in figures as well as in words. If there is any discrepancy between figures and words, the rates quoted in words would only be considered. The H-1 (i.e Highest Bidder) shall be accepted only if it is more than the reserve price by Rupee 1.
4. The bidder should be registered with the **Central Pollution Control Board or State Pollution Control Boards in terms of E-Waste (Management Rules) 2022.**
5. The successful bidder shall have to deposit the quoted price through Bank Draft immediately after the tender is finalized. It is only after depositing full amount of the bid with this Department that the bidder will be allowed to lift the unserviceable assets listed in Annexure. In case the successful bidder fails to deposit the quoted amount or refuses to lift the unserviceable stores within 10 days of the letter conveying the decision of the auction, the EMD deposited by him shall be forfeited.
8. Quotations in double sealed cover superscribed "QUOTATION FOR THE DISPOSAL OF UNSERVICEABLE IT ASSETS" AND addressed to the Senior Audit Officer/Record Section, O/o the Principal Accountant General (Audit), Meghalaya, Shillong should be submitted to the EDP Cell of this office till 3.00 PM of **30 June 2025**. Thereafter, quotations will be opened by the members of the committee for further needful action. Quotation received after the prescribed date and time will not be considered under any

:2:

circumstances. Overwriting must be avoided: otherwise, such defective quotations shall be summarily rejected.

9. This office reserves the right to accept or reject any quotations without assigning any reason thereof. No queries in this connection shall be entertained once the bids are finalized and the successful bidder is selected by the Department.

Senior Audit Officer/Record Section.

No. Rec/Au//8-15/2024-25/46-48

Dated:13.06.2025

1. AAO/EDP Cell. He is requested to upload this NIT in the website of this office.
2. Notice Boards.
3. List of firms.

Senior Audit Officer/Record Section.

**Annexure**

Item No.	Particulars of Stores	Serial No. of the Item	Quantity
LAPTOP			
1	Acer 4000 Series	AWN450C0069424784ZE	13 Nos. of Laptop
2	Acer 4000 Series	AWN450C0069424768ZE	
3	HP 430	5CB20981C2	
4	HP 430	5CB20988W1	
5	HP 430	5CB20981BW	
6	HP 430	5CB20981C4	
7	HP 430	5CB20981BN	
8	HP 430	5CB20981C1	
9	HP 430	5CB20981C8	
10	HP 430	5CB20981C6	
11	HP 430	5CB20981CF	
12	HP 430	5CB20981C3	
13	HP 430	5CB20981C0	
Desktop			
1	HCL	5143AA335797	Desktop 13 Nos.
2	HCL	5143AA835791	
3	HCL	5143AA835798	
4	HCL	5143AA835600	
5	HCL	5143AA835812	
6	HCL	5143AA835803	
7	HCL	5143AA835802	
8	HCL	5143AA835592	
9	HCL	5143AA835794	
10	HCL	5143AA835594	
11	HCL	5143AA835800	
12	HCL	5143AA835593	
13	HCL	5143AA335804	
Printers			
1	HP Laserjet 1022N	VNRJ7Z0CH	10 Nos. of Printers
2	HP Scanjet F 2235	CN9414R2T1	
3	HP Officejet 4580C	CH8BE560BF	
4	HP Scanjet F 2418	CN99E1129S	
5	HP 2035P	CNCO439544	
6	HP Deskjet Advantage 1515	CN38517J3F	
7	Canon Pixma	KW684471	
8.	HP Laserjet P 1505	CNCJ315586	
9.	HP Lasejet P 1505	CNCJ107982	
10.	HP Deskjet 1515	CN3BG17R1G	



UPS			
1	Orion	2K05L775	09 Nos. of UPS
2	Supercomp	B110817-6861	
3	EMERSON 2KVA	8322L1601300187	
4	Super Comp Magnet 700	1108017-6857	
5	Iball	EL4309510918	
6	INTEX	4927536155008864	
7	INTEX	4927536160318317	
8	INTEX	492753615500026	
9.	INTEX	1500060131115801	
Scanner			
1	HP Scanjet G2400	CNC5SR20Q	04 Nos. of Flat Scanner
2	HP Scanjet G2410	CN18GE21G2	
3	HP Scanjet G2410	CN17NT2142	
4	HP Scanjet G2410	CN18YE21CJ	

Desktop Monitor			
1	HCLTFT LED Desktop Monitor 18.5"	AOXWT6BE0551072	5 Nos. of HCL Monitor
2		AOXWT6BE0551835	
3		Nil	
4		AOXWT6BE0551013	
5		AOXWT6BE0551516	
6	Acer LED Monitor 19"	73703246142	4 Nos. of HP LED Monitor
7		73703246542	
8		73703246442	
9		73703246942	
10	HP LCD Monitor 18.5"	3CQ5501Y67	2 Nos. of HP LCD Monitor
11		3CQ5501SN2	
12.	Cisco Model No. SG300-28	DNII74505NK	1 No.