

OFFICE OF THE PR. ACCOUNTANT GENERAL (A & E) WEST BENGAL
TREASURY BUILDINGS, 2 GOVT. PLACE WEST,
KOLKATA-700001

NOTICE INVITING TENDER

NO.REC-I/Disposal of Unserviceable Articles/08

Date:- 27/05/2026

Sealed tenders are invited from persons/firms interested to purchase different types of unused/obsolete/defunct kitchen utensils and other materials of the Departmental Canteen .

Terms and Conditions

1. The entire articles will be sold as a single lot. The articles will be sold on the assumption that the tenderer has first inspected it and is fully aware of the condition of the articles he/she is interested in buying.
2. The articles may be inspected up to 15 days from the date of publication of NIT (i.e. Up to 10-06-2026) between 12 hrs to 16 hrs at the Treasury Buildings only on production of tender form in original issued by this office to the interested tenderers.
3. Bidder should use the bidding sheet issued by this office only.
4. Rates should be quoted lot wise. Rate must be quoted both in figure and in words.(GST shall not be included).
5. The actual GST rate as applicable on the date of bid opening shall be payable by the successful bidder directly to the concerned tax authorities before taking delivery. Delivery will be allowed only on production of proof for such payment.
6. All bidders shall deposit **EMD @ Rs 1000/- through cheque in favour of Canteen, Office of the Principal Accountant General (A&E) WB**. The EMD of the successful bidder will be retained till removal of the articles in full satisfaction of this office. The unsuccessful bidders may submit "Application bill for refund of deposit in form No GAR-43" in triplicate along with the EMD. The specimen of GAR-43 is available with the Asstt. Accounts Officer/FMS & Record-I.
7. The bidder shall be required to place the earnest money and the bidding sheet in separate sealed envelopes marked "Earnest Money" and "Tender" respectively. Both envelopes shall then be placed in another sealed envelope which should be super scribed "Tender Documents for purchase of Unused and Unserviceable Articles". Tender without earnest money will be treated as void.

8. Each Tenderer must ensure before submitting their tender forms that their particulars are properly furnished in the tender documents. The tenderer shall have to furnish an undertaking that the terms and conditions of the above Limited Tender have been read by him/her and is agreed to abide by.
9. The sealed tender should be addressed to the Sr. Accounts Officer/FMS & Record, O/o the Pr. Accountant General (A & E) West Bengal, Treasury Buildings, 2-Govt Place (West) Kolkata-700001 and deposit the same in the tender box kept in front of Record-I section at the 1st floor of Treasury Buildings on or before 15 days from the date of publication of NIT i.e. 10-06-2026 (up to 5 PM).
10. The sealed tenders will be opened at 12 PM of the next working day after the last date of submission of bids i.e. on 11-06-2026 at the chamber of Sr. Accounts Officer (FMS & Record) in presence of the bidder or his authorized representative, if any.
11. The successful tenderer(s) have to pay the full amount in **Indian Bank Current Account (A/c No-459918484 & IFS Code-IDIB000S769)** only and receipt should be submitted on the same date to this office and arrange for removal of the articles within 2 (Two) working days of the deposit of the amount.
12. If the tenderer(s) whose tender has been accepted, fails to deposit the full amount in the Bank Account within the stipulated time, the EMD will be forfeited to the Govt., and the article will be sold to the next higher bidder or otherwise at the discretion of the competent authority.
13. This office will not be responsible for any loss or damage to the articles, if the tenderer(s) fails to take delivery of the articles within the prescribed time limit. In case of default in payment of the sale proceeds and/or in taking delivery of the articles within the prescribed time limit, this office will have full right to dispose of the articles in any other manner deemed fit after forfeiting all payment made by the tenderer(s) including EMD and the said tenderer(s) will have no right to claim the said articles.
14. No extension of time limit will be granted for payment of the full amount of the tender and /or removal of articles from the office premises.
15. This office has the right to reject any or all tenders without assigning any reason whatsoever or to split up the entire lot of the articles to more than one bidder.
16. In the event of any dispute, the decision of Pr. Accountant General (A&E) is final and binding upon all.



Sr. Accounts Officer / FMS & Record

OFFICE OF THE PR. ACCOUNTANT GENERAL (A & E) WEST BENGAL, TREASURY
BUILDINGS, 2-Govt. PLACE WEST, KOLKATA-700001

List of of the unused, obsolete and defunct items of the departmental canteen for the year 2026

Sl. No.	Item Name	Quantity	Weight (approx)
1	Bread/Chapatti Aluminium Baking Net	1	5 kg
2	Big Hot Casserols - Plastic	2	
3	Small Hot Casserols - Plastic	2	
4	Tea Containers (20 L) - Steel	2	1.5 kg
5	Tea Containers (10 L) - Steel	4	700 gm
6	Tea Containers (7.5 L) - Steel	2	500 gm
7	Tea Containers (5 L) - Steel	8	400 gm
8	Tea/Coffee Flask (2.5L) - Steel	9	250 gm
9	Tea/Coffee Flask (1 L)	6	
10	Medium Aluminium Frying Pan	1	
11	Medium Steel Dekchi	1	500 gm
12	Aluminium Cooker (10 L)	1	2.5 kg
13	Aluminium Cooker (5 L)	1	1.5 kg
14	Big Iron Dabbu Kadai	2	17 kg
15	Medium Iron Dabbu Kadai	1	
16	Medium Iron Flat Kadai	4	19 kg
17	Small Iron Flat Kadai	1	
18	Small Iron Dabbu Kadai	1	6 kg
19	Broken Medium AluminiumDhakna	1	250 gm
20	Iron Khunti	3	1.9 kg
21	Iron Chhanta	8	500 gm
22	Iron Jali Chhanta	3	500 gm
23	Iron Dabu	1	200 gm
24	Aluminium Ketley	10	900 gm
25	Tin Drum	1	10 kg
26	Iron knife	2	
27	Peeler	1	
28	Aluminium Tray (Medium)	1	250 gm
29	Aluminium Tray (Small)	1	200 gm
30	AluminiumGamla (Small)	1	
31	Tin Nauka	1	3 kg
32	Wooden Barcose (Big)	2	
33	Wooden Barcose (Medium)	1	
34	Wooden Barcose (Small)	1	
35	Mixer Grinder Jar (Big)	2	
36	Aluminium milk/tea can	5	
37	Tin Grain Scoop (small)	1	
38	Steel Rice Plate	120	55 kg
39	Empty Oil Tin Can	250	
40	Chimney hood (steel small)	6	
41	Sink	1	
42	Big Godrej Almirah-steel	1	

43	Double Door Refrigerator	1	
44	Chimney hood Medium	2	
45	Chimney hood Large	1	
46	Table Frame (Iron)	1	
47	Scrap Materials	2	10 kg
48	Hot Food Trolley Counter	1	
49	Hot Food Stand (small)	1	
50	Glass Food Showcase	1	
51	Tea/Coffee Vending Machine	4	



Sr. Accounts Officer / FMS & Record