

Notice inviting quotation/Tender

Sealed Tenders/quotations are invited by the O/o Pr. Accountant General (Audit) Himachal Pradesh, Shimla from the registered agencies/firms for purchase of 77 Diary 2022 (9x6 Inches, 80 GSM paper with hard cover rexin binding and printing) and 30 Desk Calendar refill Diary for the year 2022 for a period from 01.02.2022 to 31.03.2023. The tender document alongwith terms and conditions will be issued in person by O/o the Pr. Accountant General (Audit), Himachal Pradesh, Shimla or can be downloaded from the website www.aghp.cag.gov.in or <https://cag.gov.in/ag/himachal-pradesh/en/tenders>. Tenderers are advised to visit the office premises and ascertain the nature and quantum of work before tendering.

i. Last Date & time for submission of quotation 19.01.2022 upto 03:00 PM

The O/o Pr. Accountant General (Audit) Himachal Pradesh, Shimla office reserves the right to accept or reject any bid or cancel the tender proceeding without assigning any reason whatsoever.

Printing and supply of Diary & Desk Calendar refill Diary.

- i) Interested vendors have to submit the duly sealed quotations through registered post or by hand.
- ii) The sealed quotations must be valid for a minimum period of ninety days from the bid submission start date.
- iii) The bidder must be a reputed printer or his authorized representative of the type of product. In case of representative, the authority letter specific from the printer/supplier may be submitted.
- iv) The bidder should have at least Two years experience in Government department, PSUs /reputed Organization and copy of certification working must be furnished along with quotation failing which quotations shall be rejected.
- v) The printer/supplier shall not be allowed to transfer, assign, pledge or sub-contract its services under any circumstances without written permission of the Office.
- vi) The rates should be quoted in Indian Rupees for delivery at premises of Pr. Accountant General (Audit) Himachal Pradesh, Shimla office. All prices should be fixed and should be including of applicable taxes.
- vii) It may be specifically mentioned whether quotation in strictly as per tender specification/conditions. If not, deviation must be spelt out specifically in the quotations.
- viii) Submit the Registration number of the firm along with the GST allotted by the concerned authority in the quotation. Incomplete quotations are liable to be rejected.
- xi) In case of any discrepancy between rate mentioned in the figures and word, the later shall prevail and any discrepancy between unit price and total price, the price quoted as unit price shall prevail.

The rate approved in this tender shall be valid for the whole of the year i.e for 2022-23 of the rate contract and no upward revision will be allowed during the period of the contract. Selected lowest Bidder(s) shall be empanelled as Service Providers on the fixed rate for one year from the date of signing of Agreement. In case, the empanelled service provider is found in breach of any condition(s) of tender/agreement at any stage or services of service provider are found not to the satisfaction to this Office, the agreement/contract shall be terminated. The decision of the **Principal Accountant General (Audit) Himachal Pradesh** shall be final in this regard.

Payment shall be made to the firm only after supply of the material in good condition. In case any item is found to be not as per ordered specification or does not meet the requirement or found to be sub-standard quality, the same shall be rejected and supplier should replace the same without extra charge within the specified delivery schedule.

The goods shall be to the satisfaction of the **Principal Accountant General (Audit) Himachal Pradesh** failing which deductions up to 10% of the total bill are deducted, depending upon the severity of quality.


Sr. Audit Officer