



कार्यालय प्रधान महालेखाकार (लेखा एवं हकदारी), तमिलनाडु
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (ACCOUNTS & ENTITLEMENTS), TAMIL NADU
361, Anna Salai, Teynampet, Chennai – 600018
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PAG / OM II / I / 2025-26

Date: 07.05.2025

TENDER NOTICE

Sub: Calling of quotations-Sale of Old records Waste Paper and Sweeping waste- reg

Sealed quotations are invited from firms for Sale of old records waste paper and sweeping waste. The contract will be governed by the terms and conditions as detailed in the ANNEXURE.

The quotation should be sent in sealed cover super scribed as

“Sale of old records, waste paper and sweeping waste – QUOTATION”

and addressed to:

SMT. SUBARANJANI S.R. , IA&AS,

Sr.Deputy Accountant General (Admn)

Office of the Principal Accountant General (A&E)

361, Anna Salai, Chennai – 600018.

so as to reach this office before **04.00pm** of **16.05.2025**. No notice will be taken of the tenders received after the prescribed date and time. This office reserves all rights to accept or reject any or all the quotations in part or in full without assigning any reason.

Yours faithfully,


Sr. Accounts Officer/OM

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E) TAMIL NADU

361, ANNA SALAI, TEYNAMPET, CHENNAI 600 018.

TENDER CONDITIONS FOR SALE OF OLD RECORDS WASTE PAPER AND SWEEPING WASTE

Tender for the sale of old records waste paper and sweeping waste accumulation in the Office of the Principal Accountant General (A&E), Tamil Nadu, Chennai -18 for the period from 01.06.2025 to 31.03.2026.

1. Sealed tenders will be received by the undersigned up to 4.00PM on 16.05.2026 for the sale of old records waste paper and sweeping waste accumulations of this office at No.361, Anna Salai, Teynampet, Chennai 18, for the period from 01.06.2025 to 31.03.2026. The tender should be sent in sealed cover superscribed as **"TENDER FOR THE SALE OF OLD RECORDS WASTE PAPER AND SWEEPING WASTE – 2025"** and should be addressed to **SMT. SUBARANJANI S.R. IA&AS, Senior Deputy Accountant General (Admin)**, Office of the Principal Accountant General (A&E), Tamil Nadu, No. 361, Anna Salai, Teynampet, Chennai 18. No tender will be accepted after the prescribed date and time herein mentioned above.
2. The particulars of the kind of old records and sweeping waste available for disposal can be had in person from the officer in-charge, Old Records section of this office between 10.30 AM and 3.30 PM on any working day.
3. The tenderer must pay an Earnest Money Deposit of ₹20,000/- (Rupees Twenty thousand only) in form of Demand Draft in favour of PAO/IAD with the tender form.
4. A flat rate per metric tonne (1000 Kgs) should be quoted. The rate quoted is for all kinds of waste paper which may be available and that it will hold good during the entire period specified in para 1 above.

5. The tenderer should produce the latest Sales Tax clearance certificate and a letter of Financial Stability from his banker.
6. If a tenderer withdraws after opening the tender or requests for amendment, if any, as to rate, time, place and mode of waste of weightment etc. his Earnest Money Deposit will be forfeited.
7. In the case of the successful tenderer, the Earnest Money Deposit will be retained for the period of contract and will not carry any interest. In respect of unsuccessful tenderers, the Earnest Money Deposit amount will be refunded to them.
8. The successful tenderer will be required to submit a Demand Draft in favour of PAO/IAD for an amount of ₹50,000/- (Rupees Fifty thousand only) and shall execute within seven days an agreement for the fulfillment of the contract. The Security Deposit will be retained by the Government for the period of contract and will not carry any interest.
9. The purchaser shall not reject any waste paper as rubbish, spoilage, scrap, carbon papers etc., and the premises around the locations in which the waste papers are stored, should be cleaned up completely. The old records and also sweeping waste should be bundled in uniform sized bags, which will be approved by this office. Each bag containing the papers shall be weighed using the weighing scale available in this office or at any weighing bridge specified by The Principal Accountant General (A&E) in the presence of the Committee members, the Purchaser and an independent Committee of Officers of this office nominated for this purpose.
10. The cost of the old records to be removed shall be calculated at the rate quoted in the Tender and shall be paid before removal of the old records from the office premises. Payment is to be made directly to the Government Account.

11. The successful tenderer shall execute an agreement in the prescribed format available in this office, in a stamped paper for Rs.100/- (Rupees One hundred only), to be borne by the contractor.
12. The Pr.Accountant General (A&E), Tamil Nadu, reserves the right to reject all or any of the tenders without assigning any reason. The Pr.Accountant General (A&E), Tamil Nadu, also reserves the right to terminate the contract, during the currency of the contract, without assigning any reason whatsoever.



Sr. Accounts Officer/OM