

OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E), J&K,
SHAKTI NAGAR, JAMMU.

No. Admn-II/J/A&E/Old Record/2021-22/277
Dated : 02-07-2021

Notice Inviting Tender

1. Sealed quotations for auction of old waste paper are invited from the Govt. approved waste paper vendors/agents in the specified Performa which should reach the Sr. Accounts Officer (Admn). Office of the Pr. Accountant General (A&E), J&K, Shakti Nagar, Jammu-180001 latest by 11.00 AM on 16-07-2021.
2. The sealed quotations can also be delivered in the office by the stipulated date and time.
3. Specified Performa along with terms and conditions can be collected from Administration Section-II of this office on any working day between 3.00 PM to 5.00 PM. These are also available on office website <https://cag.gov.in/ae/jammu-and-kashmir/en>.
4. The Bids Shall be opened in the room of the Sr. Accounts Officer (Admn). Office of the Pr. Accountant General (A&E), J&K, Shakti Nagar, Jammu-180001 on 19-07-2021 at 11.00 AM by the Committee of this office and in the presence of such vendor who may like to present.
5. The Competent Authority reserves the right to reject any or all the quotations without assigning any reasons.

Sd/-

Dy. Accountant General (Admn)

Annexure-I

Bid Submission Form
(On letter head of firm)

To

The Sr. Accounts Officer(Admn),
Office of the Pr. Accountant General (A&E),
Shakti Nagar, Jammu-180001.

Reference: Invitation for Bid No. Admn-II/A&E/Old Record/2021-22/277
Dated : 02/07/2021

I/We, the undersigned, declare that :

1. I/We have examined the terms and conditions and have no reservations to the requirements prescribed there under for lifting of old record/ waste paper.
2. I/We offer to execute in conformity with the terms and conditions for lifting of old record/ waste paper from the Office of the Pr. Accountant General (A&E), Shakti Nagar, Jammu-180001.
3. I/We also declare that Government of India/State Government or any other Government body/UT administration or organization has not declared me/us ineligible or black listed me/us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses regarding execution of work allotted.
4. I/We also accept all the terms and conditions and undertake to abide by them, including the condition that your office reserves the right to reject any or all the bids without assigning any reasons.

Yours Sincerely

Signature of authorized signatory

Name and title in firm, address and contact number

Annexure-II
Bidding Firm's Profile & Rate Quoted
(On letter head of the firm)

1.	Name and address of the firm/vendor	
2.	Contact details of the firm/vendor with STD code	Phone
		Mobile
		Fax
		E-mail ID
		Website
3.	Name and title of the authorized person signing the Bid	
4.	Contact details of the authorized person submitting the Bid	Landline Phone
		Mobile
		E-mail ID
5.	Name and designation and contact details of alternate person	
6.	Bidder's Bank Details; (Name and address of the bank Account Number IFS, Code)	
7.	Permanent Account Number (PAN) of Firm	
8.	CGST/SGST Number	
9.	Tin Number	
10.	Particulars of EMD	Cash Deposit Receipt No. Dated
11.	Rate of waste paper quoted (Per Kg)	

Undertaking:-

- I, the undersigned certify that I have gone through the terms and the conditions and undertake to comply with them.

Place.....

Date.....

Signature of Bidder/ Authorized signatory
Name of the Bidder.....
Contact details

Annexure -III

General terms and conditions:

1. Requirement

The Pr. Accountant General (A&E) J&K, Jammu intends to dispose off old record/ waste paper.

2. **Earnest money Deposit (EMD)** A Cash Deposit Receipt (CDR) of any nationalized bank in the name of Sr. Accounts Officer (Admn), Office of the Pr. Accountant General (A&E) J&K, Jammu for an amount of Rs. 10,000/- will be furnished by the firm.
3. Bids without Earnest Money Deposit shall not be accepted.
4. No interest shall be payable on the amount of EMD. The EMD document will be returned to the bidder on the date of opening of the bids and in the case of successful bid, the security document will be returned to the firm/vendor on successful completion of work.
5. The bidder must be registered with Income Tax Department and Department of Goods and Service tax. Attested copies of Pan and GST registration shall be required to be enclosed.
6. The bids will be opened by the Committee at 11.00 pm on 19-07-2021 in the room of Sr. Accounts Officer (Admn), Office of the Pr. Accountant General (A&E) J&K, Shakti Nagar Jammu -180001 in the presence of such bidder who may like to be present. The representatives of the Bidders should bring with them a letter of authority from the bidder and proof of their identity.
7. The Office of the Pr. Accountant General (A&E) J&K, Jammu reserves the right to accept/ reject all or any of the bid(s) on any consideration. The decision of the competent authority of the Office of the Pr. Accountant General (A&E) J&K, Jammu shall be final and binding on the bidding firm.
8. The firm/Vendor shall arrange weighing the waste paper (by recording load of empty truck and loaded truck) at own cost.
9. The firm/Vendor will ensure on- site tearing of all the record/waste paper in minimum of two pieces at its own cost before lifting.
10. The amount worked out on account of GST etc, if any, on the price of the waste paper will be borne by the firm/Vendor.


Sr. Accounts Officer (Admn)

/01/07/2021

निविदा आमंत्रण सूचना

1. सरकार से मान्यता प्राप्त पुराने रद्दी वेंडरों/ एजेंटों से पुराने रद्दी कागजों की नीलामी हेतु निर्धारित प्रोफार्मा में लिफाफा बंद कोटेशन आमंत्रित की जाती है, जो वरिष्ठ लेखा अधिकारी (प्रशासन) कार्यालय प्रधान महालेखाकार (ले.व ह.) जम्मू-180001 को दिनांक 16-07-2021, प्रातः सुबह 11.00 बजे तक पहुंच जानी चाहिए।
2. लिफाफा बंद कोटेशन निर्धारित तिथि और समय तक इस कार्यालय में भी सुपुर्द की जा सकती है।
3. नियम व शर्तों सहित निर्धारित प्रोफार्मा प्रशासन अनुभाग-11 से किसी भी कार्य दिवस में अपराह्न 03.00 से सांय 05.00 बजे तक प्राप्त किया जा सकता है। यह कार्यालयी वेबसाइट <https://cag.gov.in/ae/jammu-and-kashmir/en> पर भी उपलब्ध है।
4. बिड्स, वरिष्ठ लेखा अधिकारी (प्रशासन) कार्यालय प्रधान महालेखाकार (लेखा एवं हकदारी) जम्मू-180001 के कक्ष में दिनांक 19-07-2021 को सुबह 11.00 बजे इस कार्यालय की समिति द्वारा उन वेंडरों की उपस्थिति में खोली जाएगी जो उस दौरान उपस्थित रहने के इच्छुक हैं।
5. सक्षम प्राधिकारी के पास किसी एक या सभी कोटेशनों को बिना कोई कारण बताएं अस्वीकृत किए जाने का अधिकार सुरक्षित है।

हस्ता/-

उप महालेखाकार (प्रशासन)