



प्रधान महालेखाकारकाकार्यालय (लेखाएवंहक) , त्रिपुरा, अगरतला
Office of the Principal Accountant General (A&E),
Tripura, Agartala – 799006

Ph: 0381-2350139, Fax: 0381-2350103, E-mail: agaetripura@cag.gov.in



NOTICE INVITING TENDER

Rec/A&E/2-24/Old Record/2018-23/31319

Dated:-27/09/2023

Sealed Quotations are, hereby, invited from the bonafide suppliers of waste paper to the Paper Mills for selling of some obsolete forms & old Vouchers. The old obsolete forms/vouchers etc. will be disposed off to the selected tenderer on the following terms & conditions:-

Time Schedule

1. Submission of Tender form 29/09/2023 to 05//10/2023 up to 3 PM
2. Last date of receipt – 05/10/2023 up to 3 PM
3. Opening of Tender Box on 05/10/2023 at 4 PM.

Terms & Conditions

1. Interested bidders must possess: (i) Valid PAN of Income Tax Department. (ii) Trade License issued by the competent authority (iii) having experience in the field of disposal of waste papers.
2. A certificate is to be submitted along with the quotation to that effect that he is an entitled/authorized supplier of the paper mill or he is supplying old paper to paper Mill through an enlisted supplier of a paper Mill.
3. An undertaking is to be submitted along with quotation to the effect that on receipt of delivery of old papers, the firm will supply these old papers to paper mills only and will not be utilized publicly or otherwise.
4. All vouchers to be disposed shall have to be torned into pieces and straw board to be detached by the firm before weighing & taking delivery in presence of entrusted officers of this office. Straw boards shall not be disposed off.
5. Weight of the waste papers is to be done by the bidder at his own cost in the office premises in presence of the officers to be entrusted with the job and to their satisfaction.
6. Payment in full is to be made in e-transfer to the Bank Account of this office or in Cash in favour of Sr. Accounts Offdicer/Admn, O/o the Pr. Accountant General (A&E), Tripura, Agartala before taking delivery of the old records.

बरिष्ठ लेखा अधिकारी / प्र०

Sr. Accounts Officer / Admn.
महालेखाकार का कार्यालय (ले० ब० ह०)
O/o. the Accountant General (A&E)
त्रिपुरा, अगरतला
Tripura, Agartala

7. If any dispute arises, during actual disposal and during the process of tender finalization, the decision of this office will be final.
8. The undersigned reserves the right to cancel the disposal order without assigning any reason at any time.
9. Security money of Rs.20,000/- (Rupees Twenty thousand) only through "Deposit at Demand Draft" in favour of Senior Accounts Officer/Admn, Office of the PAG (A&E), Tripura, Agartala have to be deposited to this office along with the quotation. The amount will be released on submission of the "Pulping Certificate" from the respective paper mill by the successful bidder and after finalization of the total process of disposal of old papers. No interest will be paid on the security money.
10. Delivery should be taken within 10 (Ten) days from the date of the receipt of the order. In case, the selected bidder does not lift the goods within the stipulated period, the bid security deposit shall be forfeited and action will be initiated to re-sale the goods in question.
11. The rate will remain valid for 1 (One) year from the date of order.
12. Sealed quotation is to be superscripted with the words "QUOTATION FOR OBSOLETE FORMS AND OLD VOUCHERS". The firm name, postal address and telephone number to be mentioned on the cover of the quotation.
13. The interested bidder may visit this office at any working day within the period from 11.00 am to 4.00 pm to access the quantity of the goods and location before submission of the quotation.
14. Interested person/firm may submit the Sealed quotation mentioning rate per kg of old paper/old voucher/forms along with the required certificate/documents to the O/o the Principal Accountant General (A&E), Tripura, Agartala on or before 03.00 pm of 05/10/2023. Late bids i.e. bids received after the specified date and time of receipt should not be considered. Interested bidder may present at the time of opening the quotations.
15. Quotation submitted without required documents, certificates, and security money shall not be taken into consideration


Senior Accounts Officer /Admn.
बरिष्ठ लेखा अधिकारी / प्र०
Sr. Accounts Officer / Admn.
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O/o. the Accountant General (A&E)
त्रिपुरा, अगरतला
Tripura, Agartala