

Tender Document

For

Annual supply of sanitary items for
2022-23



Accountant General (A&E) Haryana
Plot No. 4 & 5, Sector-33B, Chandigarh-160020

<https://cag.gov.in/ae/haryana/en>

OFFICE OF THE ACCOUNTANT GENERAL (A&E) HARYANA
PLOT NO.4&5 SECTOR-33-CHANDIGARH-160020

NOTICE INVITING TENDER

Tender No. Welfare (CRT)/Sanitary Supplies/2021-22/598

Dated 11.02.2022

Sealed Tenders are invited for the yearly supply of sanitary items required for the office use for the financial year 2022-23 from the reputed firms by 03/03/2022 at 12.00 P.M. Tender document is available at <https://cag.gov.in/ae/haryana/en> and www.eprocure.gov.in

Earnest Money Deposit (EMD) in form of Demand Draft for Rs.15,000/- in favour of PAO, Office of the Pr. Accountant General (A&E) Punjab, Chandigarh should be attached with the bid document. Bid will be opened on 03-03-2022 at 3.00 pm in the presence of the authorized representatives of the bidders.

Note: - In case of any change in GST rates, the approved rates will be revised accordingly. Period of supply will be 01.04.2022 to 31.03.2023.

Bids received without E.M.D. shall liable to be rejected.

Sd/-

Deputy Accountant General (Admn.)

LIST OF SANITARY ITEMS for 2022-23

Sl. No	Name of Item	Make	Whether sample required or not	Approx quantity up to 31.03.2022	Detail dimension if required	Rate per unit including GST (Rs)
1.	White Phenyl	Raksak	No	800 Bottles		
2.	Black Phenyl	-do-	No	400 Bottles		
3.	Acid		No	250 Bottles		
4.	Phenyl Goli	Trishul	No	10 Kg		
5.	Liq. Soap	a. Lifeboy b. Detol c. Himalya d. other	Yes	350 Ltr.		
6.	Colin 500 mgs.		No	150 PC.		
7.	Floor duster 24X24		Yes	1000 Nos.		
8.	Full Jharoo 350 gms.(Good quality)		Yes	600 Nos		
9.	Bans Jharoo (Good quality)		Yes	300 Nos		
10.	Nirma Powder 1 Kg. Pkt.		No	150 Kg.		
11.	Vim Powder 1 Kg. Pkt.		No	250 Kg..		
12.	Lifebuoy Soap	65gm	No	500 PC.		
13.	Dettol Soap	75gm	No	300 PC		
14.	Duster 36X36	White	Yes	1000		
15.	Glass Tumbler	G-8 Size	No	1000		
16.	Candles with stand 25 gms. Each		Yes	200		
17.	Baygon Spray (5 Lt.)		No	50 tins		
18.	Baygon Spray (mosquito & fly killer)	Baygon	No	50		
19.	Red HIT spray (mosquitoes)	HIT	No	100		
20.	Room Freshener	Fresco	No	100		

21.	Harpic Toilet Cleaner 500 mg.		No	150		
22.	Lizol Floor Cleaner 500 mgs.		No	150		
23.	All Out Refill pack (45 Nights)		No	100		
24.	Dusters (Yellow) 24X24		Yes	50		
25.	Full Jharoo, Hari Ram Gulab Rai		Yes	400		
26.	Dust Bin 10 Ltr. Approx without lid	Superior	Yes	500		
27.	Dust Bin with lid 10 ltr. Approx	Superior	Yes	100		
28.	Hit Spray Mosquito/Flies 250 ml. (Black/yellow)		No	300		
29.	Urinal & Sanitary cube		Yes	500		
30.	Cello Dustbin 80 Lts with swing cover	Cello	No	25		
31.	Toilet Roll		Yes	200		
32.	Godrej Aer spray (Home fragrance) Net 270 ML	Godrej	No	200		
33.	Room freshener block	Odonil Aer, Godrej	No	200		
34.	Gala Wet & Dry MOP	Gala	No	20		
35.	Harpic cake	Harpic	No	200		
36.	Wiper (Big)	Gala	No	50		
37.	Urinal plastic screen mat		Yes	100		
38.	Bucket 20 ltrs	Flora	No	50		
39.	Mugs 1 ltr	Flora	No	20		
40.	Water Camper 20 Ltr	Cello	No	20		
41.	Dustbin (80 Ltr)	Cello	No	50		
42.	B.V. Clean Sanitizer	5 ltr. Bottle	No	As per requirement		

43.	Himalaya Gel Sanitizer	Himalaya 500ML	No	100 bottle		
44.	B.V. Clean Hand wash		No	1000 Ltr.		
45.	Savlon Disinfect spray	Savlon	No	100 Bottle		
46.	Mask 3 Ply		Yes	2000 pcs		
47.	Mask N95		Yes	500 pcs		
48.	Tissue paper simple		Yes	300 pkt		
49.	Tissue paper Gorgia		Yes	300 pkt		
50.	Tissue paper Facial used		Yes	300 pkt		
51.	Tissue paper for Dispensers		Yes	1000 pkt		
52.	Dettol Hand wash	500ML	No	100 bottle		
53.	Surf excel	Surf 2 Kg	No	100 Pkt.		
54.	Garbage Bag Black		Yes	500 pkt		

Note

- 1 Bidders are requested not to quote any other make\brand other than mentioned in the list.
- 2 In case any bidder quote rate for any other brand, it will be assumed that, they have quoted the rates for the brand mentioned in the tender list and the bidder/agency will be liable to supply the material (make mentioned in the tender) within a stipulated period, failing which EMD will be forfeited.
- 3 I have understood all the terms & conditions of tender & I agree to abide by all the terms and conditions.

Signature

Authorized signatory of the Tenderer

TERMS AND CONDITIONS

1. The sealed quotations must be submitted up to 03/03/2022 at 12:00 PM **addressed to Deputy Accountant General (Admn) office of the Accountant General (A&E) Haryana, Plot No. 4 & 5 Lekha Bhawan, Sector-33/B Chandigarh**, along with the **Earnest Money deposit (EMD) of Rs. 15,000/-** in the shape of Bank Draft drawn in favour of **PAO O/o The Principal Accountant General (A&E), Punjab, Chandigarh payable at Chandigarh**.
2. The envelope must be super scribed with the words, **‘Tender for sanitary items’**.
3. The rate contract will remain valid up to 31.03.2023. Any breach of contract will be liable for penalty as per clause (4) below.
4. In case any of the suppliers failed to supply the material as contracted upon the earnest money deposit will be forfeited and the same material will be purchased from the open market at the risk and cost of the supplier.
5. The quotations received without EMD or cost of Tender after the due date or time will be rejected.
6. The quotations must reach the office latest by 03/03/2022 up to 12.00 PM and will be opened at 3.00 PM on 03/03/2022. In case on the said date is declared as holiday the next working day will be treated as the due date.
7. The representatives of the firms are allowed to remain present at the time of opening of tenders.
8. EMD of the unsuccessful bidders will be returned within 30 days of the opening of tender, on receipt of written request from the firm.
9. EMD of successful bidder will be retained in the office as guarantee and will be returned after the successful completion of the term of tender.
10. The payment will be made to the firm within one month from the receipt of material after proper verification and availability of budget.
11. The supply order will be in batches.
12. The contract of items can be given to single party or a group of parties depending on the lowest rate quoted and quality of the items mentioned by the firms.
13. The list of different items is enclosed to be referred as ‘Rate List’ The firms are required to quote the rates in the column ‘Rate per unit. The rates quoted separately will be rejected.
14. The rates quoted must be inclusive of all taxes and F.O.R. Chandigarh.
15. **Wherever, in the rate list samples are demanded the same may be attached and without samples the rate of that item will not be included/ considered.**

16. Department reserves the right to increase or decrease the quantity of any of the item or all the items without assigning any reason.
17. Wherever samples are not called for, the details of the item can be seen in the office by contacting Sr. A.O. (Welfare-I) section.
18. The payment will be released if the supply is strictly according to the sample or the make prescribed in the quotation or the samples shown to the party as per clause 14 above.
19. Deputy Accountant General (Admn) reserves the right to cancel any or all the quotations without assigning any reason.
20. The bidder must have their office at Chandigarh Territory.
21. The contract shall be subject to jurisdiction in the courts of Chandigarh only.
22. 'Acceptance of Terms and Condition' duly signed by Authorized Signatory with seal must be attached with Tender Form.
- 23. In case of any change in GST Slab the approved rates will be revised accordingly.**

Signature

Authorized signatory of the Tenderer