

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL(A&E), KERALA  
THIRUVANANTHAPURAM**

No.OE/GI/Spl Contingencies/2020-21

11 Jan 2021

**NOTICE INVITING QUOTATIONS**

Sealed quotations are invited from Dealers/Manufacturers for supply and installation of Modular workstations with chairs. The cover containing the quotations shall be addressed to Senior Deputy Accountant General (Admn), Office of the Principal Accountant General (A&E), Kerala, Thiruvananthapuram 695001 by Registered Post/Speed post on or before 18 Jan 2021. The price quoted shall be inclusive of all taxes and other charges, if any. The quotations will be opened at 11. am on 19 Jan 2021 in the chamber of Senior Deputy Accountant General (Admn). The supply and installation of the workstations shall be completed in all respect within 15 days from the date of issuance of the supply order. The payment will be made through e-payment after satisfactory supply and installation of the work station and on submission of bills. In case the quotations are submitted directly, the same shall be deposited in the box kept in the General Section.

The cover containing the quotations shall be marked 'Quotations for supply and installation of modular workstation with chairs'. Senior Deputy Accountant General (Admn) reserves the right to accept/reject any one or all the quotations without assigning any reasons thereof.

Sd/-

Senior Accounts Officer/General

Encl : Annexures I to III

To

Office Notice Board  
IT support Cell - to be published in the Office Website.  
Dealers as per available list.

**1. Minimum specification for Modular workstation**

(a) For Data Manager - 1 no.

L shaped workstation 1800 mm x 1200 mm with key board tray, CPU trolley and mobile pedestal

(b) For AAOs – 2 no.s

L Shaped Workstation 1500 mm x 1350mm with keyboard tray , CPU trolley and mobile pedestal.

(c) For DEOs/Accountants/Sr Accountants – 4 nos

Workstation 1200mm x 600mm with keyboard tray, CPU trolley and mobile pedestal.

**2. Minimum specification for chairs**

(a) For Data Manager - Executive chair with adjustable head rest – 1 no

(b) For AAOs – Executive chairs – 2 nos

(c) For DEOs/Accountants/Sr Accountants- Revolving chairs- 4 no.s

(d) For Visitors- Ergonomically designed chairs – 6 no.s

**3. Data Manager Cabin with Partition**

Aluminium partition of 4 feet height without wicket door.

**4. Electrical/Networking/Telephone and Accessories**

Installation of electrical switches, networking switches, supply and fixing of networking terminals including integration with existing LAN and associated electrical /networking/telephone cabling works.

**General conditions**

1. The persons deployed by the success bidder should have requisite technical qualifications, experience and skill for carrying out the assigned task using the appropriate materials and tools/equipments.
2. The bidders should have a minimum of three years experience in successfully executing works of similar nature. Experience certificate in proof of this should be furnished alongwith the quotation.
3. The bidders shall visit the proposed site of installation for physical verification from 13 Jan 2021 to 15 Jan 2021
4. Bidders shall quote a lumpsum rate for the whole work which includes taxes, transportation, loading/unloading charges, installation, risk factors, etc. The rates should specifically mention for cost of each workstation, chairs, cabling of telephone/networking/electrical works.
5. The model and design of each item should be clearly mentioned along with rates.
6. Only branded items with long durability shall be considered for purchase and installation.
7. The quotations shall be supported with clear specifications on each item, i.e details on height, thickness, laminated powder coated, prelaminated boards/glass, keyboard trays, utility pocket etc.

AG'S OFFICE - TRIVANDRUM  
DATA CENTER

