

महालेखाकार (लेखापरीक्षा) का कार्यालय  
सिक्किम, लेखापरीक्षा भवन, देवराली  
गान्तोक - 737 102



Office of the Accountant General  
(Audit), Sikkim, Lekhapariksha  
Bhawan, Deorali, Gangtok- 737 102

No.Admn/Estate/Auction/2025-26/

Dated:

### NOTICE INVITING QUOTATION

Sealed quotations are invited through limited tender enquiry from the reputed persons/ firms willing to purchase old furniture to be disposed of on "As is where is" basis from this office. The details of items to be disposed of are as under:

Furniture and other items:

Sl. No.	Particulars	Number of items	Price of auction items (in Rs.)
1	Plywood table	1 no.	Rs.200/- per unit (Minimum price)
2	Office table	1 no.	Rs.300/- per unit (Minimum price)
3	Premium Revolving Chair	2 no.	Rs.250/- per unit (Minimum price)
4	Revolving Chair	13 nos.	Rs.100/- per unit (Minimum price)
5	Revolving Chair	2 nos.	Rs.100/- per unit (Minimum price)
6	Wooden file rack	1 no.	Bulk any amount
7	Non-revolving chair	12 nos.	
8	Steel chair	1 no.	
9	Water purifier	1 nos.	

Sealed envelope with superscript "Quotation for disposal of old furniture" addressed to the Senior Audit Officer (Admin), Office of the Accountant General (Audit) Lekhapariksha Bhawan, Deorali, Gangtok - 737102 on or before 18.05.2026 by 12.00 noon and bids will be opened on the same day at 3.00 PM. Necessary terms & conditions of the tender are listed in the Annexure-1 (enclosed).

Selected Vendor will have to collect the items from the office premises within 7 days from the date of issue of Work Order.



**Annexure-1**  
**(Terms & Conditions)**

1. The disposal of old furniture shall be on an 'As is where is" basis and no guarantee or certificate of its worthiness of quality will be given by this office. The condition of the items may be inspected physically between 11 AM to 4 PM on any working day w.e.f. 11.05.2026 to 15.05.2026 at this Office of the Accountant General (Audit) Lekhapariksha Bhawan, Deorali, Gangtok – 737102. ✓
2. This NIQ is non-transferable. The contractor will not be permitted to authorize any subcontractor or any other firm to collect the materials or execute the contract on his behalf.
3. This office reserves the right to reject any part of NIQ or in full without assigning any reason,
4. Bid should be submitted to Administration Section, Office of the Accountant General (Audit) Lekhapariksha Bhawan, Deorali, Gangtok – 737102 by 12.00 noon. Bid after due date and time will not be considered in any cause. The bid sent through other than stipulated in the NIQ notice without covering letter will not be considered by this office and shall be liable to be rejected.
5. Bid shall be quoted on Unit price
6. Validity of offer: This offer will be valid upto 15 days from the date of opening of the bid.
7. Tender fee is NIL in this matter
8. The successful bidder will be required to deposit the total bid/ quoted amount by means of Demand Draft in favour of "Drawing and Disbursing Officer (DDO), Office of the Accountant General (Audit) Lekhapariksha Bhawan, Deorali, Gangtok – 737102 within two (2) working days from the date of award of contract and the items will be lifted by the firm within the date specified in the lifting order.
9. The successful bidder will only be released after submission of quoted amount in the prescribed form by the successful bidder.
10. The lifting of materials will be made by the contractor on any working day (Monday to Friday) as specified between 11 AM and 4 PM. The contractor will have to inform at least two working day in advance of the intended date of lifting of the materials.
11. The contractor will be required to bring his own vehicle for lifting the materials and will deploy his own labour and other items as may be required for packing and lifting the materials. The lifting of old furniture will be allowed from the designated places only and after issuance of necessary security/ gate pass.

## Annexure A

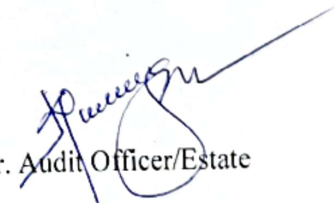
Details of Furniture:

A. Furniture (Old & Obsolete):

Sl. No.	Particulars	Number of items	Location	Recommendation Auction/ Scrap	Price of auction items (in Rs.)
1	Plywood table	1 no.	4 <sup>th</sup> floor corridor	Auction	Rs.200/- per unit
2	Office table	1 no.	Attic	Auction	Rs.300/- per unit
3	Premium Revolving Chair	2 no.	Type-I, Block-II	Auction	Rs.250/- per unit
4	Revolving Chair	13 nos.	Type-I, Block-II	Auction	Rs.100/- per unit
5	Revolving Chair	2 nos.	3 <sup>rd</sup> floor corridor	Auction	Rs.100/- per unit

B) Furniture (Scrap):

Sl. No.	Particulars	Number of items	Location	Recommendation Auction/ Scrap	Price of auction items (in Rs.)
1	Wooden file rack	1 no.	Attic	Scrap	Nil
2	Non-revolving chair	12 nos.	Type-I, Block-II	Scrap	Nil
3	Steel chair	1 no.	3 <sup>rd</sup> floor corridor	Scrap	Nil
4	Water purifier	1 nos.	Type-I, Block-II	Scrap	Nil


  
Sr. Audit Officer/Estate

## Annexure B

### General Instructions and Terms & Conditions:

1. The furniture will be disposed of on "as is where is basis "and deemed to have been on the clear understanding that they have satisfied themselves full in regard to the conditions, quality and quantity of the furniture/items proposed to be sold.
2. The vendor should satisfy himself thoroughly as to what is offered for sale before submitting his quotation and may inspect the furniture on any working day between 12 pm to 3:30 pm prior to bidding and shall be deemed (whether or not such inspection shift have in fact taken place) to have had notice of all defects as aforesaid which might have discovered on inspection and shall not be entitled to compensation on account thereof.
3. The successful bidder has to submit the quoted amount at the time of disposal. The sold furniture will be removed by the successful bidder(s) within 7 days in consultation with record section of this Office. No assistance/transportation will be provided by this office. Permission to take out the disposed furniture from office premises will not be allowed on holidays/Saturdays and Sundays.
4. Regarding any other unforeseen financial liabilities occurring in future, the discretionary power will be vested completely on this office.
5. In case any firm is already done same kind of work with any other Ministry/Department of State/Central Government or other reputed Organization (details thereof may also be furnished along with the quotations) will be preferred.
6. The Office is not bound to accept the highest rate and reserves the right to accept or reject any tender in full or in part without assigning any reason thereof and giving any compensation. The decision of the office in this regard shall be final and binding on the firm. Any enquiry after submission of the quotations will not be entertained.
7. Interested bidder should quote for all items. Split bid is not allowed.
8. No overwriting or cutting is permitted in the quotation. In such cases, the tender shall be summarily rejected. Incomplete quotations will also be rejected.
9. The rates should be quoted exclusive of all taxes and duties. All statutory taxes and duties, if any, shall be charged extra on prevalent rates at the time of delivery (hand over), over and above the rates quoted by bidders and shall be paid by the bidder in full.

10. If the items are not removed within 2 weeks (7 days + 7 days) of receiving work order, 1% of the base price of the quoted amount will be charged for delay per week.
11. Firm has to submit the declaration (on company's letter head) that it has not been blacklisted in the past by any other Ministry/Department of State/Central Government or other reputed Organization.
12. If the successful bidder fails to deposit the quoted amount within specified time, the firm/agency shall be blacklisted by this office from making all subsequent contract.
13. The conditional bids shall not be considered and likely to be rejected in the very first instance.
14. The Contractor/Vendor shall be responsible for any injury to their workmen during removal of furniture.
15. No minor shall be engaged at work.
16. All disputes and differences arising out of or in connection with this bids/contract shall be subject to the exclusive jurisdiction of courts at Gangtok.
17. Any additions / modifications of the NIT will be uploaded in the office website <https://cag.gov.in/ag/sikkim/en>. Interested bidders may look the website for further updates, if any.

  
Sr. Audit Officer/Estate

Annexure C

To  
The Sr. Deputy Accountant General (Audit),  
O/o the Accountant General (Audit),  
Sikkim, Gangtok

Subject: Tender for Disposal of Old Furniture

Sir/Madam,

With reference to your Pr. AG (Audit-I)/Rec/DISP/2001/7-2/Vol. II/241 dated 10.02.2021, I am to submit my bid for purchase of old furniture:

(A) Old & Obsolete

Sl. No.	Particulars	Number of items	Location	Recommendation Auction/ Scrap	Price of auction items (in Rs.)
1	Plywood table	1 no.	4 <sup>th</sup> floor corridor	Auction	Rs.200/- per unit
2	Office table	1 no.	Attic	Auction	Rs.300/- per unit
3	Premium Revolving Chair	2 no.	Type-I, Block-II	Auction	Rs.250/- per unit
4	Revolving Chair	13 nos.	Type-I, Block-II	Auction	Rs.100/- per unit
5	Revolving Chair	2 nos.	3 <sup>rd</sup> floor corridor	Auction	Rs.100/- per unit

B) Furniture (Scrap):

Sl. No.	Particulars	Number of items	Location	Recommendation Auction/ Scrap	Price of auction items (in Rs.)
1	Wooden file rack	1 no.	Attic	Scrap	Nil
2	Non-revolving chair	12 nos.	Type-I, Block-II	Scrap	Nil
3	Steel chair	1 no.	3 <sup>rd</sup> floor corridor	Scrap	Nil
4	Water purifier	1 nos.	Type-I, Block-II	Scrap	Nil

❖ Actual no. may be increased or decreased at the at the time of disposal and amount will be revised accordingly

I further affirm that I have read and fully understood the bid and agree to abide by all the terms and conditions laid therein. In case, I fail to abide by the terms and conditions or to carry on the contract satisfactorily, I will be liable to the termination of contract as mentioned in the terms and conditions.

Date:

Yours faithfully,

Signature with seal (of the authorized person)

Name:

Address:

Contact No.:

FAX/E-mail:



Annexure-D

LETTER OF AUTHORISATION FOR ATTENDING THE OFFICE

To  
The Sr. Deputy Accountant General (Audit),  
O/o the Accountant General,  
Lekhapariksha Bhawan,  
Sikkim, Gangtok

Subject: Authorization for attending the office on 12:30 PM on 18<sup>th</sup> May 2026 in the  
bid for purchase of old furniture

Sir,

Following person is authorized to attend the office for the tender mentioned  
above on behalf of \_\_\_\_\_

(Bidder).

Name of the Representative	Specimen signature

Yours faithfully,

Signature with seal (of the authorized person)

*Note: Maximum one representative will be permitted to attend the office. Permission for entry to the office may be refused in case authorization as prescribed above is not received.*