



INDIAN AUDIT & ACCOUNTS DEPARTMENT
Office of The Director General of Audit (Central), Kolkata
8, Kiran Shankar Roy Road, Kolkata-700 001



PREVIEW OF TENDER

TENDER REFERENCE No : Record-I/C/Purchase of Bags/2018 dated 30.05.2018

DATE OF ISSUE OF TENDER DOCUMENT : 30th May 2018

LAST DATE FOR RECEIPT OF TENDER DOCUMENT : 11.06.2018 at 02.00PM

TIME AND DATE OF OPENING OF THE TENDERS: 12.06.2018 at 04.00 PM.

PLACE OF OPENING OF THE TENDERS: O/o the D.G.A(C), Kolkata, 8, Kiran Sankar Roy Road,
G.I.Press Bldg. (East Wing),Kolkata: 700-001

NOTICE INVITING TENDER

Office of the Director General of Audit (Central), Kolkata invites sealed quotations for supply of approx **685 Bags** as per the specification given below:-

Sl. No	Item	Qty.	Make	Technical Specification of the BACKPACK
1	Best Quality BACKPACKS within the price range of ₹750	685 (approx)	Any PAN-INDIA renowned Brand.	Mentioned in Annexure-B

All the ordered **BACKPACKS** are required to be supplied in the premises of Office of the Director General of Audit (Central), Govt. of India Press Building, 8, Kiran Shankar Ray Road, Kolkata – 700001, as per the Detailed terms and conditions (Annexure-A).

Sealed quotations are invited from all the renowned PAN INDIA bag-manufacturers/distributors/dealers and suppliers and the quotations should address the **Deputy Director (Administration), Office of the Director General of Audit (Central), Kolkata – 700001**. Quotations must reach latest by **02.00 pm** on **11.06.2018** by Speed post/Hand in Record-I section/in the tender box located on 1st floor of this office.

The sealed quotations, super scribed as '**QUOTATIONS FOR SUPPLY OF BACKPACKS**', should be submitted to **Deputy Director (Administration)** of this office by the stipulated date and time. The Bids will be opened by the Purchase Committee in the Chamber of Dy.Director/Admn., First Floor of **O/o The Director General of Audit (Central), Govt. of India Press Building, 8, Kiran Shankar Ray Road, Kolkata – 700001** on **12.06.2018** from **04.00 pm** onwards and in the presence of such bidders who may wish to be present.

The Competent Authority reserves the rights to reject any or all the quotations without assigning any reason.


30/5/18
Senior Audit Officer/Record

ANNEXURE – A

TERMS & CONDITIONS:-

1. Bidders should be Original Backpack Manufacturers (OEM) or Authorized Dealer / Distributor of OEM / any other dealer / proprietorship firm (who may fulfill other terms & conditions mentioned below).
2. The Bidder should be registered with the Income Tax, GST Department. Supporting documents viz. copies of GST Registration, PAN Card, Latest Income Tax return are required to be submitted with the bid.
3. Bid price should be **inclusive of all taxes, levies, delivery charges etc.** No subsequent upward revision in rate(s) shall be accepted by this office. The bid price of each item should commensurate with the prevailing market rate for such items.
4. Each paper of the bidding document should be signed and stamped by the bidder or by his authorized signatory. The envelope containing the tenders (quotations) should be sealed and super scribed as '**QUOTATIONS FOR SUPPLY OF BACKPACKS**'.
5. Bidders shall not be permitted to withdraw their offer or modify the terms & conditions after submission of bidding document.
6. The period of validity of the quoted rate should be for a minimum period of **60 days** from the date of closing of quotation.
7. The competent authority of O/o the Director General of Audit (Central), Kolkata reserve all rights to reject any bids including of those bidders who fail to comply with instruction without assigning any reason whatsoever and **does not bind itself to accept the LOWEST or any specific bids.**
8. Selected L1 bidders for all the goods mentioned above must show the catalogue of the goods they are offering, which must conform with the specifications specified in Annexure-II, ***If the specifications doesn't match with the specified specifications of this office, the bidder will be outrightly rejected and the next lowest bidder will be awarded the work order, subject to verification henceforth.***
9. Goods if found defective at the time of actual usage, the defective one must be replaced at once. Hence, all the goods must be covered under a free replacement condition till their actual use.
10. **The required amount of backpacks displayed in the tender is just informative and not comprehensive. However, the actual quantity required will be intimated at the time of placing final order to L1 bidder.**
11. **Lowest bid will not be mere criteria for selection of L1 bidder.** Discount percentage on MRP will also be considered as an important criteria while selecting the backpacks.
12. **Location of Supply:** All the items will have to be supplied in the premises of the Office of the Director General of Audit (Central), Govt. of India Press Building, 8, Kiran Shankar Ray Road, Kolkata – 700001, as per the terms and conditions given herein.
13. **Terms of Payment:** 100% after delivery and verification of items at specified locations thereon. In this regard an ECS mandate form will be issued by this office
14. ***All disputes and differences arising out or in connection with this tender/contract shall be subject to the exclusive jurisdiction of courts at Kolkata.***



Senior Audit Officer/Record