



## INDIAN AUDIT & ACCOUNTS DEPARTMENT

Office of The Principal Director of Audit (Central), Kolkata

8, Kiran Shankar Roy Road, Kolkata-700 001



### PREVIEW OF TENDER

**TENDER REFERENCE No :** Record-I/C/Purchase/Air Conditioner Machine/2016-17 dt.09.09.2016

**DATE OF ISSUE OF TENDER DOCUMENT :** 09.09.2016

**LAST DATE FOR RECEIPT OF TENDER DOCUMENT :** 19.09.2016 at 04.00 pm.

**TIME AND DATE OF OPENING OF THE TENDERS:** 20.09.2016 at 03.00 pm.

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

### NOTICE INVITING TENDER

Office of the Principal Director of Audit (Central), Kolkata invites sealed quotations for supply of 05(five) no. of Split Air Conditioner machines as per the specification given below:-

ITEM/MODEL	Qty.	Make	Technical Specification
1.5 Ton Split AC Machine	5(Five)	Any Reputed Company	Stated in Annexure-II

Five number of Split Air Conditioned machines are required to be supplied in the premises of Office of the Principal Director of Audit, Central, Govt. Of India Press Building, 8, Kiran Shankar Ray Road,Kolkata-700001 and as per detailed terms and conditions(Annexure-I) and specifications in Annexure-II.

Bidders should furnish the duly filled tender certificate (Annexure-III), failing which tender will subject to be cancelled.

Sealed quotations, superscribed as “**QUOTATIONS FOR SUPPLY OF SPLIT AIR CONDITIONER MACHINES**”, and addressed to the **Director (Administration),Office of the Principal Director of Audit(Central), Kolkata-700001**, are invited and the same must reach latest by 4.00 pm on 19.09.2016 by hand/post in Record-I section/in the tender box located on 1<sup>st</sup> floor of this office.

The Bids shall be opened by the purchase committee in chamber of **Director (Administration),O/o the Principal Director of Audit, Central, Govt. Of India Press Building,8,Kiran Shankar Ray Road, Kolkata-700001 on 20.09.2016 at 3:00 pm** and in the presence of such prospective bidders who may wish to be present. The Competent Authority reserves the rights to reject any or all the quotations without assigning any reason.

*Abhishati*  
09/9/16

Senior Audit Officer/Record

## ANNEXURE-I

### TERMS & CONDITIONS:-

1. The Bidder should be registered with the Income Tax, Service Tax Department. Supporting documents viz. Copies of VAT Registration, Income tax Registration (PAN) and service tax registration (additional) shall be required to be submitted with the bid.
2. 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.
3. Each paper of bidding document should be signed and stamped by the bidder or by his authorised signatory. The envelope containing the tenders (quotations) should be sealed and super scribed as **"QUOTATIONS FOR SUPPLY OF SPLIT AIR CONDITIONED MACHINES"**
4. Conditional Quotations will not be accepted and bidders shall not be permitted to withdraw their offer or modify the terms & conditions after submission of bidding document.
5. L1 bidder must show the catalogue of the AC machines conforming the specification specified in Annexure-II as and when it will be declared by the office.
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 Principal Director 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. Goods if found defective at the time of actual use , must be replaced at once .Hence, all the goods must be covered under a free replacement condition till their actual use.
9. **Location of Supply:** All the items will have to be supplied in the premises of the Office of the Principal Director of Audit, Central, Govt. Of India Press Building, 8, Kiran Shankar Ray Road, Kolkata-700001 and its Resident Audit Offices as per the terms and conditions given herein.
10. **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. All disputes and differences arising out or in connection with this tender/contract shall be subject to the exclusive jurisdiction of courts at Kolkata.

  
09/11/16

Senior Audit Officer/Record

## Annexure-II

### REQUIRED TECHNICAL SPECIFICATION OF THE SPLIT AIR CONDITIONED MACHINES

<b>General Specifications</b>	<b>Remarks</b>
Type	Split AC
Capacity	1.5 Ton
Functions	Cooling with Dehumidification and Moisture Removal Capacity.
Air Circulation	Not less than 550 CFM
Sound Level(Indoor)	Not more than 30db
Modes	Incorporated with Dry, Cool, Auto, Fan and Powerful Modes
Power Supply	Maximum of 230V/50HZ
Power Consumption(Cooling)	Maximum of 1650 watts
Running Current(Cooling)	Maximum of 7.50Amps
Others Specifications	1.Inbuilt Air Swing, Auto Restart, On –off timer facility 2.Anti-bacterial Filter required 3.Supercool functions and silent cooling is preferred

*H. H. H. H. H.*  
09/9/11

**Senior Audit Officer/Record**

## Annexure-III

### Tender Format

To  
The Principal Director of Audit,  
Govt. Of India Press Building (East Wing),  
8, Kiran Sankar Roy Road,  
Kolkata-700 001.

Sir,

With reference to your tender Notice No. \_\_\_\_\_

dated \_\_\_\_\_ I am to submit my tender for Supply of Five(5) Split Air  
Conditioner Machines (AC) in your Office premises.

I further affirm that I have read and fully understood the tender notice and agree to abide by all the terms and conditions laid therein, which are being signed in token of my acceptance. 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.

#### Enclosure:

1. Statement of quoted value of contract.
2. Terms and conditions duly signed.
3. Copy of Trade License.
4. Copy of VAT Registration Certificate.
5. Xerox copy of PAN card

Signature-----

Name of Tenderer-----

M/s-----