

सुप्रीम ऑडिट इंस्टीट्यूट ऑफ इंडिया
(एन.एन.टी. नं. 201/2021-REC-III/39)
कलकत्ता-700001
प्रधानमंत्री योजना मंत्रालय
(निर्माण विभाग) पश्चिम बंगाल
गुप्तबाग, 201/2021-REC-III/39
कलकत्ता-700001



Office of the Principal
Accountant General (Accounts
and Entitlement) West Bengal
Treasury Building, 2nd
Government Place West,
Kolkata-700001.

Supreme Audit Institution of India

साकहित्यसन्निधौ

Dedicated To Truth in Public Interest

NO. PAGAE-DADM0REC3(ADMM)/1/2021-REC-III/39

Date:10.09.2026

एवरी प्लेटफॉर्म स्केल मशीन मॉडल संख्या 3205 ABA सीरियल संख्या सी-794823, 300 किलोग्राम की क्षमता और एक वर्ष के लिए दो डिजिटल वजन मशीनों के वार्षिक रखरखाव, सर्विसिंग और प्रमाणन के लिए उद्घरण आमंत्रित करने की सूचना

Notice Inviting Quotation for annual maintenance, servicing and certification of an Avery Platform Scale Machine Model No.3205 ABA serial No.C-794823, capacity of 300 kg and Two Digital Weighing Machines for one year

Sealed quotations are invited for annual maintenance, servicing and certification of an Avery Platform Scale Machine Model No.3205 ABA serial No.C-794823, capacity of 300 kg and two Digital Weighing Machines, capacity of 200 kg and 300 Kg respectively from the reputed vendors having experience in relevant field. The rate should be quoted in the Quotation Sheet enclosed hereto.

A) The intending firms should furnish the following with the bidding sheet

- Credentials in support of such job in Govt. / Semi Govt. / Govt. Undertaking offices & other reputed organizations.
- PAN of firm or proprietor.
- GST Registration documents
- An undertaking regarding carry out the work of maintenance, servicing and certification of Avery Platform Scale Machine and two digital weighing machines according to terms & conditions of this Notice Inviting Quotation, failing which the agreement will be cancelled without any further correspondence.

B) Terms & Conditions

- The contract shall be a composite contract comprising maintenance, repairs, and replacement of spare parts, wherever required.

- ii. Periodic compulsory servicing of the machines shall be done on quarterly basis by the well trained mechanic to endure smooth functioning and accurate reading.
- iii. In case of repairing of the machines as and when required, the mechanic of the vendor shall attend machine within two working days from receiving the break down call over phone or through e-mail. In case of delay, Penalty @5% of the contract value on proportionate basis shall be imposed for every one day delay in attendance.
- iv. The machine shall be got certified from O/o the Controller of Legal Metrology, West Bengal yearly by the vendor. Stamping Fee and other associated charges for certifying the machines will be borne by the vendor.
- v. If the selected vendor becomes unsuccessful to carry out any of the above mentioned work, the residual/whole work shall be done from outside on "risk and cost" of the vendor.
- vi. Payment shall be made after satisfactory completion of the contract.
- vii. Rate should be all inclusive, which shall be quoted both in words & figures in the specified space in the bidding sheet. Rate once quoted shall be treated as final. No additional charges on the ground of revision of any taxes etc. shall be entertained subsequently.
- viii. The rate quoted by the firm will be valid for one year from the date of final selection of the successful bidder.
- ix. The sealed envelope containing the Quotation Sheet, Undertaking, etc. duly signed by the bidder should reach this office latest by **2 PM on 21/09/2026**. Physical inspection of machine may be done by the intended bidder any day between 12-00 Noon and 2-00 PM upto 16/09/2026.
- x. The sealed envelope should be super-scribed "Quotation for annual maintenance, servicing and certification of an Avery Platform Scale Machine Model No.3205 ABA serial No.C-794823 of capacity of 300 kg and two Digital Weighing Machines, capacity of 200 kg and 300 Kg and addressed to Sr. Accounts Officer (FMS & Record), O/o the Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata - 700001. The sealed quotation should be dropped in the Tender Box kept in FMS & Record-III Section of this office. The sealed quotations will be opened at 3 PM on 21/09/2026 in the chamber of Sr. Accounts

কার্যালয় প্রধান মহানোযাকার (নোয়াওহক) পশ্চিমবঙ্গ
ট্রেজারি বিল্ডিং, ২য় সরকারি স্থান পশ্চিম কোলকাতা-৭০০০০১

কার্যালয় প্রধান মহানোযাকার (নোয়াওহক) পশ্চিমবঙ্গ
ট্রেজারি বিল্ডিং, ২য় সরকারি স্থান পশ্চিম কোলকাতা-৭০০০০১



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Treasury Building, 2nd Government Place West,
Kolkata-700001.

Quotation for AMC, servicing and certification of an Avery Platform Scale Machine Model No.3205
ABA serial No.C-794823, capacity of 300 kg and two Digital Weighing Machines for the one year

Sl. No.	Description of Work	Rate inclusive of all taxes in Words and Figures
01.	Annual maintenance, servicing and certification of an Avery Platform Machine Model No. 3205 ABA, Serial No.C-794823 capacity of 300 kg and two Digital Weighing Machines (Capacity- 200kg and 300 kg)	

I agree to abide by the terms and conditions as stipulated in the quotation notice.

Signature of Contractor / Quotationer (with seal)

Full Name:

Address:

.....

.....

Telephone No.....

Name of the Company / Organisation:.....

N.B.

1. The rate should be quoted both in figures and words.
2. No over writing will be allowed.
3. Conditional Tender is not acceptable.
4. Terms and conditions are required to be signed and accepted while submitting quotation.
5. Correction, if any, should be initialled.

কর্মসূচী প্রধান মহালেক্ষাকার (লেক্সাউন্ডক) পশ্চিমবঙ্গ
ট্রেজারি-বিভাগ, ২য় সরকারী স্থান-পশ্চিম, কোলকাতা- ৭০০০০১

কর্মসূচী প্রধান মহালেক্ষাকার (লেক্সাউন্ডক) পশ্চিমবঙ্গ
ট্রেজারি-বিভাগ, ২য় সরকারী স্থান-পশ্চিম, কোলকাতা- ৭০০০০১



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UNDERTAKING

I do hereby undertake that I will carry out the work of maintenance, servicing and certification of an Avery Platform Scale Machine Model No.3205 ABA serial No.C-794823, capacity of 300 kg and two Digital Weighing Machines (capacity 200 Kg and 300 Kg) according to the terms & conditions of the Notice Inviting Quotation (NIQ). I am also fully aware that in case of non-compliance of any of the terms & conditions of the NIQ, the AMC will be cancelled without any further correspondence.

Signature and stamp of the vendor