



कार्यालय प्रधान महालेखाकार (लेखा व हकदारी)

हिमाचल प्रदेश, शिमला-171 003

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL
(A&E) HIMACHAL PRADESH, SHIMLA-171003

दूरभाष/ 0177-2652612-19 फ़ैक्स/ 0177-2651743



No. Gen.Estt./Computerized Pension/GPF Form/2021-22/ 91-98

Dated:- 28/04/2021

Website. (Office)

Subject:- Quotation for purchase & printing of Computerized Pension Form. GPF Form.

This office invites sealed Quotations for purchase & printing of computerized pension forms as shown below from the reputed suppliers subject to the following conditions:-

Sr. No.	Name of Items	Paper make & GSM	Probable quantity
1	Intimation Slips	Century-80GSM	10,000
2	Commutation Authority	-do-	10,000
3	P.P.O. Part-I & II joint	-do-	10,000
4	P.P.O. Part-III	-do-	10,000
5	P.P.O. Part-IV	-do-	10,000
6	C & R Authority in Alive Blue Print	-do-	10,000
7	C & R Authority in Death Red Print	-do-	10,000
8	GPF Final Payment Authority in Alive Blue Print	-do-	10,000
9	D.L.I Authority Form in Red Print	-do-	10,000

1. All items listed above should be supplied as per required specification/Samples approved by this office. The samples for the above forms have been attached with this letter.
2. The probable requirement of items has been furnished above. This may vary as per actual requirement of this office. While submitting the quotation the specification of paper quality and make of paper should be clearly specified.
3. The rates includes the FOR of material to this office.
4. GST/Entry Tax if any applicable should be mentioned clearly in the quotation.
5. The sealed quotation, should be sent to this office by name to Pr. Accountant General (A&E) H.P Shimla-3 along with earnest money of Rs. 5000/- in the shape of Bank Draft payable in the name of PAO o/o Pr. A.G (A&E) H.P. Shimla-3 and the envelops should be super scribed as "quotation for purchase of pre printed Computerized Pension/GPF Form". It may please be noted that the quotations will not be accepted/entertained if not received in sealed cover does not contain the above superscription. The sealed quotations should reach the undersigned on or before 03/05/2021 by 3.00 pm. The quotation received after due date shall not be accepted.
6. This office reserves all the right to reject or cancel any or all the quotations without assigning any reason and the decision of the office on any issue concerning the quotations shall be final and binding on you.
7. Payment will be made on receipt of consignment and after founding the material in good condition.
8. Successful tenderer has to deposit security money equivalent to 10% of the total value of the purchase order in the demand Draft/FDR/Bank Guarantee from a commercial Bank before the payment to be pledged in the name of DAG (Admn.) O/o AG (A&E) H.P Shimla-3 for a period of six month.

Yours faithfully,

Sr. Accounts Officer (Estt-III)