

**OFFICE OF THE Pr. ACCOUNTANT GENERAL (A&E), WEST
BENGAL, TREASURY BUILDINGS, 2, GOVT. PLACE (WEST)
KOLKATA- 700001**

NOTICE INVITING QUOTATION

No: Rec-I/A-15/Khas Khas/2023/120

Dated: 16.05.2023

Sub: Supply of Khas Khas on hire basis during summer season of 2023

Sealed quotations are invited on the following terms and conditions for the supply of 1" (One inch) thick Kerala Khas Khas including fittings, fixing with ropes and pulleys etc., transportation and maintenance thereof on hire basis during summer season of 2023 for a period of one month likely to commence from 01.06.2023.

- 1) The quotation is to be submitted in the enclosed sheet showing the rates (inclusive GST) offered in column 2 thereof. The rate should be inclusive of all taxes and other charges, if any.
- 2) The tender must accompany **EMD of Rs. 6000/- (Rupees Six Thousand) only** in the shape of a Bank draft of any nationalized bank at Kolkata drawn in favour of **Pay and Accounts Officer (Audit), O/o the Pr. Accountant General (A&E), West Bengal.**
- 3) The rate quoted cannot be withdrawn or varied in any circumstances during the contractual period whatsoever.
- 4) Quotation is to be addressed and submitted to the Sr. Accounts Officer (Record), O/o the Pr. Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata- 700001 in a sealed cover by superscripting "KHAS-KHAS 2023" and should be submitted at the **Record-I Section at the 1st floor of Treasury Buildings within 12 PM of 24.05.2023. Sealed tenders will be opened at 1 PM of the same day in presence of tenderers, if any in the chamber of Sr. Accounts Officer (Record).**
- 5) The Khas Khas supplied will have to be strictly as per the accepted sample and specification and completed with cloth lining. If any variation in quality of Khas khas from the sample approved by this office is found at the time of inspection, no claim would be entertained in respect of those Khas Khas pardahs.
- 6) This office does not bound itself to accept the lowest offer and reserves the right to reject any or all tenders without assigning any reason whatsoever or to split up the whole work to more than one contractor.
- 7) The quotation should be accompanied by photocopy of Trade License, GST Registration certificate and also Credential (Works experience in Govt. or quasi-govt. organizations) of quotationer.

- 8) Any Khas Khas found torn immediately after supply, the same must be replaced/repared by the contractor within three days on hiring from this office.
- 9) The contractor or his representative should attend this office daily and report to the Assistant Accounts Officer (Record-I) for attending complaints, if any and ensure proper up-keep of Khas Khas during the period of hire.
- 10) The quotation must be accompanied with a sample of Khas Khas with inscription thereon firm's name, Address, Phone no., if any and full signature of the tenderer.
- 11) Under no circumstances unsealed tender will be entertained.
- 12) The Khas Khas should be fitted within 5 days from the date of receipt of the work order and be removed within 5 days after expiry of contract.
- 13) Proportionate reduction of rent, in case of fitting/fixing of Khas Khas is not completed by the fixed date will be done from the contractor's bill.
- 14) Statutory Income Tax deduction at source @ 2% will be made, if the bill amount exceeds Rs. 30000/- in terms of Section 194-C of the Income Tax Act, 1961.
- 15) Payment will be released on satisfactory completion of contract and after actual measurement of the Khas Khas by a designated Committee which will be constituted by this office.



Sr. Accounts Officer (Record)

RATE QUOTATION FOR THE SUPPLY OF KHAS KHAS ON HIRE BASIS FOR A PERIOD OF THREE MONTHS DURING THE SUMMER SEASON 2023

Description of material and work	Rate
Supply of 1" (One inch) thick Kerala Khas Khas complete with lining/without lining on hired basis including fitting, fixing with ropes, pulleys etc, transportation and maintenance thereof, during summer season of 2023 for a period of three months likely from 01.06.2023 to 30.06.2023 to cover doors/ corridors and windows.	Rate per sq. ft. for the whole contractual period of two months (In figures and words) (iii) Khas Khas with lining (iv) Khas Khas without lining

I agree with all terms and conditions as stipulated in the tender notice.

Details of EMD:

- e) Demand Draft No:
- f) Name of the Bank
With branch Name:
- g) Amount: ₹
- h) Remarks (if any):

Signature of the Tenderer
Date
Seal

Address with Phone no.

INSTRUCTION:-

- 5) The rate should be quoted in figures as well as in words.
- 6) No overwriting will be allowed.
- 7) Conditional tender will not be accepted.
- 8) Written consent to accept the terms and conditions as stipulated in the NIQ.