

No.: Pr.AG(Audit-I)/Rec./StaffCar/2022/46/231

**Government of India**

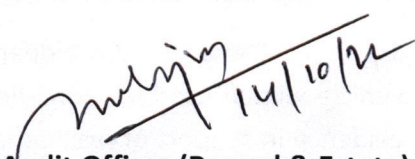
**Office of the Principal Accountant General (Audit-I), West Bengal  
2, Govt. Place (West), Treasury Buildings (1<sup>st</sup> floor), Kolkata –  
700001**

**(Indian Audit and Account Department)**

**Dated: 14.10.2022**

**NOTICE INVITING QUOTATION**

1. Sealed quotations are invited from reputed, experienced and financially sound firms/agencies for Disposal of Condemned Staff Car of Office of the Principal Accountant General (Audit-I), West Bengal, as per enclosed descriptions and terms & conditions.
2. The sealed quotation filled in the specified pro-forma (Annexure-A) and addressed to the Senior Audit Officer, Record Section (Audit-I), First Floor, Treasury Buildings, 2, Government Place (West), Kolkata- 700 001 should be submitted (by hand only) to Record section (Audit-I), First Floor, Treasury Buildings, Kolkata up to **12:00 PM on 4<sup>th</sup> November, 2022.**
3. The bid shall be opened at **12:30 PM on 4<sup>th</sup> November, 2022** by Purchase Committee of this office. Authorized representatives (as per Annexure B) of the firms may attend at the time of opening of the bids. If, due to any exigency, the due date for opening of bids declared as "Holiday", the bids shall be opened on the next working day at the same time or any other date and time as decided by the competent authority.

  
**Sr. Audit Officer (Record & Estate)**

Copy to (through e-mail only) for information & wide circulation:-

- 1.Sr. A.O. (Rec.), O/o the Pr. A.G. (A&E), W.B., Kolkata - 700001
- 2.Sr. A.O. (Rec.), O/o the DGA(Central), 8, K.S. Roy Road, Kolkata - 700001
- 3.Sr. A.O. (Rec.), O/o the A.G.(Audit-II),W.B., 3<sup>rd</sup> MSO Building, CGO Complex (5<sup>th</sup> floor), DF Block, Salt Lake, Kolkata - 700064
- 4.Sr. A.O. (Rec.), O/o the Director General of Audit (Mines), 1, Council House Street, Kolkata-700001.
- 5.Sr. A.O. (Rec.), O/o of the Pr. Dir. of Audit, Eastern Railway, New K G building, Old Strand Road, Kolkata-700001.
- 6.Notice board.
- 7.Forwarded to EDP section for uploading in the departmental website & <http://www.eprocure.gov.in>.



## **1. SCOPE OF WORK AND GENERAL INSTRUCTIONS FOR TENDERS**

**1.1** The interested agencies are advised to submit sealed envelope addressed to the Senior Audit Officer, Record Section (Audit-I), First Floor, Treasury Buildings, 2, Government Place (West), Kolkata- 700 001 and super scribed "**Quotation for Disposal of Condemned Staff Car**". The quotation shall be submitted in the pro-forma as per Annexure. Description of the vehicle is given below:

<b>Sl. No.</b>	<b>Particulars</b>	<b>Details</b>
1	Vehicle Model	Tata Indigo GV BS III (Petrol)
2	Registration No.	WB 06A 9941
3	Date of Registration	04/06/2009
4	Registration valid upto	02/06/2024
5	Chassis No.	MAT6013019WD18780
6	Engine No.	475S151DQZP46749
7	Owner	Indian Audit & Accounts Department

**1.2** The vehicle will be disposed of on "**as is where is basis**" condition lying in the garage in the campus of this office at 2, Government Place (West), Kolkata – 700 001. The Vehicle shall be removed by the buyer with all faults and no claim shall lie against seller for compensation nor shall allowance be made on account of such faults. The vendor should satisfy himself thoroughly as to what is offered for sale before submitting his quotation and may inspect the vehicle on any working day between 12 pm to 3:30 pm prior to bidding and shall be deemed (whether or not such inspection shift have in fact taken place) to have had notice of all defects as well as traffic offense cases as aforesaid, which might have discovered on inspection and shall not be entitled to compensation on account thereof.

**1.3** The successful bidder will also be responsible for getting the Registration Certificate of the vehicle transferred in his name at his own cost expeditiously. This office will not be responsible for any lapse on his part in this regard.

**1.4** The successful bidder has to submit the declaration (on ₹10 stamp paper) that the vehicle will be used for bona-fide / lawful purpose only and should also submits documentary evidence in support of residential status (Ration Card/ Voters Identity Card/Aadhaar card etc. in case of individual and Registration Certificate in case of firms etc.) before removal of the sold vehicle.

**1.5** The successful bidder has to submit the quoted amount within 10 days from the receipt of work order. The sold vehicle will be removed by the successful bidder(s) within 10 days of depositing the money at their own expenses. No assistance/transportation will be provided by this office. Permission to take out the disposed vehicles from office premises will not be allowed on holidays/Saturdays and Sundays.

**1.6** Regarding any other unforeseen financial liabilities occurring in future, the discretionary power will be vested completely on this office.

**1.7** Any additions / modifications of the NIQ will be uploaded in the office website <https://cag.gov.in/ag1/west-bengal/en/tenders>. Interested bidders may look the website for further updates, if any.



## **2. Terms and Conditions**

**2.1** In case any firm has already done same kind of work with any other Ministry/Department of State/Central Government or other reputed Organization (details thereof may also be furnished along with the quotations) will be preferred.

**2.2** The bidding Firm must furnish valid registration for GST. In absence of this document the tender will not be considered valid.

**2.3** The Office is not bound to accept the highest rate and reserves the right to accept or reject any tender in full or in part without assigning any reason thereof and giving any compensation. The decision of the office in this regard shall be final and binding on the firm. Any enquiry after submission of the quotations will not be entertained.

**2.4** No overwriting or cutting is permitted in the quotation. In such cases, the tender shall be summarily rejected. Incomplete quotations will also be rejected.

**2.5** The rates should be quoted exclusive of all taxes and duties. All statutory taxes and duties, if any, shall be charged extra on prevalent rates at the time of delivery (hand over), over and above the rates quoted by bidders and shall be paid by the bidder in full.

**2.6** If the items are not removed within 20 days (10 days + 10 days) of receiving work order, 1% of the base price of the quoted amount will be charged for delay per week.

**2.7** Firm has to submit the declaration (on company's letter head) that it has not been black listed in the past by any other Ministry/Department of State/Central Government or other reputed Organization.

**2.8** If the successful bidder fails to deposit the quoted amount within specified time, the firm/agency shall be blacklisted by this office from making all subsequent contract.

**2.9** The conditional bids shall not be considered and likely to be rejected in the very first instance.

## ANNEXURE-A

To  
Sr. Deputy Accountant General (Admn.),  
O/o The Principal Accountant General (Audit-I), W.B,  
2, Government Place (W), Treasury Buildings, 1<sup>st</sup> Floor,  
Kolkata – 700 001

Subject: Quotation for Condemned staff car (WB 06A 9941)

Sir/Madam,

With reference to your NIQ No. Pr.AG (Audit-I)/Rec./StaffCar/2022/46/231 dated 14.10.2022, I am to submit my quotation for the same as follows :

Sl. No.	Vehicle Details	Vehicle No.	Quoted Amount# (₹)
1.	Tata Indigo GV	WB 06A 9941	
Quoted Amount in words :			

# Rate & Amount inclusive of all applicable taxes/charges.

I further affirm that I have read and fully understood the quotation notice and agree to abide by all the terms and conditions laid therein. 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.

Yours faithfully,

Date:

Signature with seal (of the authorized person)

Name:

Address :

Contact No.:

FAX/ E-mail :

## Annexure-B

### LETTER OF AUTHORISATION FOR ATTENDING THE OFFICE

To  
Sr. Deputy Accountant General (Admn.),  
O/o The Principal Accountant General (Audit-I), W.B,  
2, Government Place (W), Treasury Buildings, 1<sup>st</sup> Floor,  
Kolkata – 700 001

**Subject:** Authorization for attending the office on **12.30 PM on 4<sup>th</sup> November, 2022** in the opening of the bid for disposal of the condemned staff car (WB 06A 9941).

Sir,

Following person is authorized to attend the office for the tender mentioned above on behalf of \_\_\_\_\_ (Bidder).

Name of the Representative	Specimen Signature

Yours faithfully,

Date:

Signature with seal (of the authorized person)

*Note: Maximum one representative will be permitted to attend the office. Permission for entry to the office may be refused in case authorization as prescribed above is not received.*