

OFFICE OF THE PR. ACCOUNTANT GENERAL (AUDIT-II) W.B. 3RD MSO
BUILDING, CGO COMPLEX, 5TH FLOOR, DF BLOCK, SECTOR-I, SALT LAKE, KOLKATA-700064.

No.Pr.A.G(Audit-II)/Rec-I/EPABX/II/34

16.08.2021

NOTICE INVITING QUOTATION

16 AUG 2021

This office intends to engage a reputed and resourceful firm for supply and installation a new digital EPABX machine with accessories to be installed in 5th floor of CGO complex building at Pr.Accountant General (Audit-II), Salt Lake . Interested bidders are requested to quote their rates in respect of above mentioned work in sealed quotations subject to the fulfillment of General terms and Conditions as stated below.

GENERAL TERMS AND CONDITIONS

1. The sealed cover containing quotation form (Annexure-1) duly filled in all aspects and super scribed as "QUOTATION FOR PROCUREMENT OF EPABX FOR PRINCIPAL ACCOUNTANT GENERAL(AUDIT-II),WB,SALT LAKE, through buy back offer on the existing machine" shall be submitted to the office of the PRINCIPAL ACCOUNTANT GENERAL(AUDIT-II),WB,SALT LAKE.
2. The date of submission is up-to 12.00 PM on 30.08.2021 and shall be opened at 3.00 PM on the same day. The supplier if desired can participate in the opening of quotations.
3. The supplier should study the schedule and shall be deemed to have full knowledge of the items before the quotation is submitted. The details of the item stated as follows:

ITEM	MAKE and MODEL	SPECIFICATION	QTY.	Accorded old machine
1) Digital EPABX Intercom Telephone System	MAKE- SYNTEL/NEOS-16 SLOT	<ul style="list-style-type: none">• EXTENTION -128 Lines• 8 PORT Trunk Line• Two Digital Lines• Two Digital Telephone (KTS)• 120 Port Analog Lines• Caller Identification• Flexible Numbering plan	1 Lot	Buy Back offer for the existing EPABX Machine

		<ul style="list-style-type: none"> • Extra Device Port • Uniform call distribution • 200 lines capacity DB-Box • 8 No. 20 Pr. DB Box • Cable on coil (400 Mtr) • Installation of total work. • Multiparty conference 		
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5. The quoted amount shall be inclusive of all taxes, GST, packing and Transportation charges to deliver at the site office, PRINCIPAL ACCOUNTANT GENERAL(AUDIT-II), WB,SALTLAKE.

6. Terms of payments.

- 100% payment will be made to the supplier against delivery of items/goods after inspection and on receipt in good condition and subsequent installation and functioning of EPBX system by E-payment. The supplier shall furnish the details of their Account duly attested by the Bank in the specific format (Annexure-II).
- Payment of bill will be made, after(TDS) income tax and other statutory deductions, etc. (if any) to which the supplier may be liable, for the items in good condition and after satisfactory performance certified by the user.

7. Documents to be submitted:

- a. The supplier shall submit original bill/invoice copy along with installation report.
 - b. Documentary proofs for the items supplied are as per specifications, and meeting the quality standards stipulated.
 - c. Warranty/ Guarantee card duly signed and sealed should be supplied along with items
 - d. Documentary proofs (Photocopy) of PAN Card, GST registration with current validity
 - e. NIQ document duly sealed and signed
8. The Quotation shall be valid for 60 days from the date of its opening. The ordered items shall be supplied/installed within one week from the date of the purchase order.

9. Installation & checking of the items shall be carried out free of cost at consignee's place. Inspection of the equipment's will be carried out by PRINCIPAL ACCOUNTANT GENERAL(AUDIT-II), WB,SALTLAKE.
10. The supplier shall guarantee availability of service warranty for the items for a period of 1 (one) year from the date of supply.
11. The defects liability period will be 12 (Twelve)months from the certified date of commissioning/supply of the items. The agency is responsible to make good/repair/replace any defects noticed during the defects liability period.
12. No price escalation will be accepted under any circumstances on the quoted price.
13. The PRINCIPAL ACCOUNTANT GENERAL(AUDIT-II), WB,SALTLAKE, will not be responsible for any dear, loss no-receipt of quotations sent by post.
14. All disputes arising out of this purchase shall be referred to the PRINCIPAL ACCOUNTANT GENERAL(AUDIT-II), WB,SALTLAKE who will be the sole arbitrator and his decision shall be final and binding on both sides.
15. The supplier has to ensure safe transit of the material with good packing, safe loading and unloading.
16. Items should be new and genuine: Repaired / refurbished items will not be accepted. The items should be supplied as per terms and conditions and no part supplies will be accepted. Failure to abide by regulations will result in blacklisting of company by PRINCIPAL ACCOUNTANT GENERAL(AUDIT-II), WB,SALTLAKE.
17. The bidder shall submit product catalogue for verification of complete technical specification.
18. Bidders shall submit their offer for the new items in the request for quotation format.
19. Method of Evaluation: The offers submitted by the bidders shall be evaluated based on their net amount offered i.e. Rates quoted for procurement of new EPABX less(-) quoted amount for buy back items.
20. The existing machines shall be replaced with new machine duly configuring and installing all the existing connection. Necessary surge protection devices shall also be installed along with the machine.
21. Bidders are requested to inspect the buyback materials (Existing EPABX machine) condition at mentioned below address before submitting the offers.

O/o The Principal Accountant General (Audit-II);WB,
3rd MSO Building, CGO Complex,5th floor,
DF Block,Sector-I, Salt Lake, Kolkata-700064.

Adhikari
15/08/2021
Signature of the Authorized signatory with date and seal

FORM OF QUOTATION

(Supply of Digital EPABX for O/o The Pr.A.G(AUDIT-II),WB,SALTLAKE)

(To be duly filled in and enclosed in sealed envelope)

1) Name of Agency :

2) Address of the agency :

- 3) The agency shall fill in their quote in the Schedule of Quantities table (Sl. No.8) in all columns and the quoted price shall be entered in both figure and words.
- 4) The rate quoted shall be inclusive of all taxes/duties, transportation to O/o The PRINCIPAL ACCOUNTANT GENERAL(AUDIT-II), WB,SALTLAKE site and testing and commissioning of the Items.
- 5) The PRINCIPAL ACCOUNTANT GENERAL(AUDIT-II),WB,SALTLAKE reserves the right to reject any or all quotations and will not be found to accept the lowest quotation.
- 6) The supplier shall sign in the place provided as a proof of acceptance of terms and conditions and the same (full set) may be returned along with the schedule duly filled in original.
- 7) In case of any dispute, the decision of the Principal Accountant General(Audit-II)WB is final and will be binding on both the parties.

Dehikan
16/08/21

Signature of the Authorized signatory with date and seal

8) SCHEDULE OF QUANTITY

Sl. No	Item with specification	Unit Price Rs.	Qty.	Amount quoted Rs.
i.	Supply of EPABX system at O/o the PAG(Audit-II)W.B,Saltlake,Kolkata-700064. <u>Make :</u> <u>Model :</u>		1Nos.	
ii.	Supply of Surge Protector For EPABX		1Nos.	
iii.	Installation, Testing and Commissioning of EPABX system with Surge Protector at O/o the PAG(Audit-II)W.B,Saltlake,Kolkata-700064.		1job	
iv.	Buy Back offer for the faulty EPABX			
Total Quoted Amount Rs.				
Rupees : (.....)				

NOTE: Please note that offers will be evaluated on Net amount (ie.amount quoted for procurement of new EPABX machine LESS (-) quoted amount fore buy back item).

Bidders are requested to inspect the condition of the existing EPABX system for buy back offer before submitting the offers.

Signature of the Agency with date and seal

Annexure II

Bank Account Details:

1	Name of the account holder	
2	Name of the Bank	
3	Name of the Branch	
4	Branch code	
5	IFSC/NEFT code	

Signature of the Agency with date and seal

No.Pr.A.G(Audit-II)/Rec-I/EPABX/II/ 34 (13)

Date: 16.08.2021

16 AUG 2021

Copy forwarded to –

1. The Sr. Audit Officer (EDP), O/o the Pr. A.G. (Audit-II), W.B., C.G.O. Complex, 5th Floor, 3rd M.S.O. Building, DF Block, Salt Lake, Kolkata-700064 for uploading in the official website.
2. The Sr. Accounts Officer (Record), O/o Pr. the Accountant General (A & E), West Bengal, Treasury Building, Kolkata-700 001.
3. The Sr. Audit Officer (Record), O/o the Pr. Accountant General (Audit-I), West Bengal, Treasury Building, Kolkata-700 001.
4. The Sr. Audit Officer (Record), O/o the Director General of Audit (Central), G.I. Press Building, Kolkata – 700 001.
5. The Sr. Audit Officer (Admn.); O/o the Pr. Director of Commercial Audit and Ex- Officio Member, Audit Board-I, 1, Council House Street, Kolkata – 700 001.
6. The Sr. Audit Officer (Record/Admn.), O/o the Director General of Audit, 10/A, Shaheed Khudiram Bose Road, Ordnance Factories, Kol-700001.
7. The Sr. Audit Officer (Record/Admn.), O/o the Pr. Director of Audit, (Scientific Department), Kolkata Branch, 2nd M.S.O. Building, 6th floor, Nizam Palace, 234/4 A.J.C. Bose Road, Kol-20.
8. The Sr. Audit Officer (Record/Admn.), Pr. Director of Central Audit, MAB-IV, 4th floor, 27, Mirza Ghalib Street, Kol-700 016.
9. The Sr. Audit Officer (Record/Admn.), O/o the Pr. Director of Commercial Audit and Ex- Officio Member, Audit Board-II, Old Nizam Palace, 1st floor, Kol-700 020.
10. The Sr. Audit Officer (Record); O/o the Pr. Director of Audit, South Eastern Railway, 11, Garden Reach Road, Kol-700 043.
11. The Sr. Audit Officer (Record); O/o the Pr. Director of Audit, Railway Production Units and Metro Railway, NKG Building, 5th floor, 14 Strand Road, Kol-700 001.
12. The Sr. Audit Officer (Record); O/o the Pr. Director of Audit, Eastern Railway, New Koilaghata Building, 5th floor, 14 Strand Road, Kol-700 001.
13. The Sr. Audit Officer (Record/Admn.), O/o the Pr. Director Regional Training Institute, C.G.O. Complex, 3rd M.S.O. Building, 5th floor, A wing, DF Block, Salt Lake, Kolkata-700064.
14. Copy for display in the Notice Board of this office.

Radhakrishnan
16/08/21
Sr. Audit Officer (Record)