

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



NOTICE INVITING TENDER

NO.REC-I/Disposal of Unserviceable Articles/2022/237

Date:- 28.10.2022

Sealed tenders are invited from persons/firms interested to purchase different types of unserviceable / obsolete / old / broken wooden furniture, iron gate, calculator, Split AC machine, Pedestal Fan, Xerox machine, Type writer machine, Industrial Filter (Iron make) etc. as mentioned in the list of Annexure-A.

Terms and Conditions

1. The articles will be sold either to a single vendor as a whole or two separate vendors (one vendor for furniture items and another vendor for other than furniture items) which will be beneficial to this office. Before quoting each vendor should inspect the condition of all the articles personally. No request in this regard after submission of bid will be entertained.
2. The articles may be inspected upto 18.11.2022 between 12 hrs to 14 hrs at the Treasury Buildings only on production of tender form in original issued by this office to the interested tenderers.(Xerox copy will not be entertained).
3. Bidder should use only the bidding sheet issued by this office. No other format will be entertained.
4. Rates should be quoted item-wise as well as total rate. Rate must be quoted both in figure and in words.
5. Each tender must contain Earnest money deposit (EMD) of Rs 2000/- in the shape of demand draft in favor of "PAO(Audit), Office of the Pr. Accountant General(A&E) W.B.
6. The EMD of the successful bidder will be retained till removal of the articles in full satisfaction of this office.
7. Each Tenderer must ensure before submitting their tender forms that their particulars are properly furnished in the tender documents. The tenderer shall have to furnish a declaration in writing that the terms and conditions of the above NIT have been read by him/her and is agreed to abide by.
8. The bidder shall be required to place the earnest money and the bidding sheet in separate sealed envelopes marked "Earnest Money" and "Tender" respectively. Both envelopes shall then be placed in another sealed envelope which should be super scribed "Tender Documents for purchase of Unused and Unserviceable Articles". Offer without earnest money will be treated as invalid.
9. The sealed tender should be addressed to the Sr. Accounts Officer/Record, O/o the Pr. Accountant General (A & E) W.B, Treasury Buildings, 2-Govt Place (West) Kolkata-700001 and submit the same in the tender box kept in front of Record-I section at the 1st. floor of Treasury Buildings on or before 18.11.2022 (upto 2:30 PM)
10. The sealed tenders will be opened at 3 PM of the same day that is on 18.11.2022 at the chamber of Sr. Accounts Officer in presence of the bidder or his authorized representative, if any.



11. The successful tenderer(s) have to pay the full amount in cash only within 2 working days/on the date specified by this office after accepting of the bid and arrange for removal of the articles within 48 hours of the deposit of the amount.
12. If the tenderer(s) whose tender has been accepted, fails to deposit the full amount of the tender within the above stated stipulated time, the EMD will be forfeited to the Govt. and the article will be sold to the next higher bidder or otherwise at the discretion of the competent authority.
13. This office will not be responsible for any loss or damage to the articles, if the tenderer(s) fails to take delivery of the articles within the prescribed time limit. In case of default in payment of the sale proceeds and/or in taking delivery of the articles within the prescribed time limit, this office will have full right to dispose of the articles in any other manner deemed fit after forfeiting all payment made by the tenderer(s) including EMD and the said tenderer(s) will have no right to claim the said articles.
14. No extension of time limit will be granted for payment of the full amount of the tender and /or removal of articles from the office premises.
15. This office has the right to reject any or all tenders without assigning any reason whatsoever or to split up the entire lot of the articles to more than one bidder.
16. If felt necessary, an open bid may be arranged on the spot.
17. In the event of any dispute, the decision of Pr. Accountant General (A & E) is final and binding upon all.

Encl:- i) Annexure-A
ii) Bidding sheet.


Sr. Accounts Officer/Record





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TREASURY BUILDINGS, 2 GOVT. PLACE WEST
KOLKATA-700001

Details of unserviceable items

NIT No /Record-1/Disposal of unserviceable articles/2022/ 237

date-28.10.2022

SI No	Name of Furniture items	Quantity	Present condition	Location of the items presently kept
1.	Bench (Ordinary)	2	irreparable	Tetultala
2.	Chair Conference	6	Scrap	DO
3.	Chair easy	1	Scrap	DO
4.	Chair (Steel frame)	6	Scrap	Tetultala
5.	Chair (Other)	73	Scrap	Tetultala
6.	Chair Computer	35	irreparable	Tetultala
7.	Chair Poly plastic	10	scrap	Tetultala
8.	Chair Revolving	6		Tetultala
9.	Wall Clock	21	scrap	Tetultala
10.	Desk table	4	Scrap	Tetultala
11.	Pigeon hole	1	Irreparable	Tetultala
12.	Standing Partition	1	scrap	Tetultala
13.	Sofa set	4	Scrap	Tetultala
14.	Stool Movable high	1	Scrap	Tetultala
15.	Stool foot	1	Scrap	Tetultala
16.	Table Modular executive	8	Scrap	Tetultala
17.	Table Asstt. Modular	1	Scrap	Tetultala
18.	Table Asstt. Steel Frame	2	Scrap	Tetultala
19.	Trainee Chair with folding desk	19	Scrap	Tetultala
20.	What not wooden	2	Irreparable	Tetultala
21.	Wooden Box	2	Scrap	Tetultala
22.	Iron gate	2	Scrap	Tetultala



SI No	Name of other than furniture items	Quantity	Present condition	Location of the items presently kept
1.	Electric calculator	1	Scrap	Record-1
2.	Calculator	30	Scrap	DO
3.	Telephone set	40	Scrap	DO
4.	AC machine	02	Scrap	Ladies Common Room
5.	Xerox machine	02	Scrap	Record-1
6.	Broken fan	25	Scrap	Record-1
7.	CCTV camera	03	Scrap	DO
8.	Water Cooler	02	Scrap	Recc-III Godown Tetultala
9.	Type writer machine	03	Scrap	Record-1
10.	Industrial filter	06	Scrap	Tetultal



Sr. Accounts Officer (Record)



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KOLKATA-700001

Bidding Sheet-I
(For Furniture items)

NIT No /Record-1/Disposal of unserviceable articles/2022/ 237

date-28.10.2022

Sl No	Name of furniture items	Quantity	Rate offered (in Rs.)	
			In figure	In words
1.	Bench (Ordinary)	2		
2.	Chair Conference	6		
3.	Chair easy	1		
4.	Chair (Steel frame)	6		
5.	Chair (Other)	73		
6.	Chair Computer	35		
7.	Chair Poly plastic	10		
8.	Chair Revolving	6		
9.	Wall Clock	21		
10.	Desk table	4		
11.	Pigeon hole	1		
12.	Standing Partition	1		
13.	Sofa set	4		
14.	Stool Movable high	1		
15.	Stool foot	1		
16.	Table Modular executive	8		
17.	Table Asstt. Modular	1		
18.	Table Asstt. Steel Frame	2		
19.	Trainee Chair with folding desk	19		
20.	What not wooden	2		
21.	Wooden Box	2		
22.	Iron gate	2		
23.	Total Offered Price for furniture items			

Signature of the tenderer with office seal





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Bidding Sheet-II
(For other than Furniture items)

NIT No /Record-1/Disposal of unserviceable articles/2022/ 237

date-28.10.2022

Sl No	Name of other than furniture items	Quantity	Rate offered (in Rs.)	
			In figure	In words
1.	Electric calculator	1		
2.	Calculator	30		
3.	Telephone set	40		
4.	AC machine	02		
5.	Xerox machine	02		
6.	Broken fan	25		
7.	CCTV camera	03		
8.	Water Cooler	02		
9.	Type writer machine	03		
10	Industrial filter	06		
11	Total Offered Price for other than furniture items			

Signature of the tenderer with office seal

