

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), KARNATAKA**  
**BENGALURU-560001**

PAG (A&E)/HK-STY/2022-23/156

Dated:18.08.2022

**NOTICE INVITING QUOTATIONS**

**Sub: Quotations for the supply of window envelopes and cloth line covers (SR covers) for the year 2022-23 -reg.**

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Sealed Quotations are invited from reputed firms for supplying of 2,00,000 nos .of Window Envelopes and 70,000 nos. of cloth line covers (SR Covers) as per the required specifications. The sealed quotations with superscription "**Quotation for supply of postal envelopes 2022-23** "enclosing an EMD for Rs.30,000/- (Rupees Thirty Thousand Only) as Security Deposit drawn in favour of **PAO, IAD, BENGALURU**. The sealed quotations should be submitted to this office on or **before 3 PM of 02/09/2022** by Registered or speed post. The same would be opened at 3:30 PM on 02/09/2022. The required specifications are as follows:

Sl. No.	Specification	Requirement (Window Cover)	Requirement Cloth line covers (SR Covers)
1	Type of Envelope	Type 1 Pocket Shape	Type 1 Pocket Shape
2	Printing	As per the requirement of this office	As per the requirement of this office
3	Window on Envelope	Yes	No
4	Opening of Envelope	Side Slide Opening	Top Slide Opening
5	Dimension	29×11 cm	45 x30 cm
6	Size of Envelope	SE6	Cloth Line Cover
7	GSM	70 and above	80 and above
8	Color of Envelope	Brown	Green

The quotations should be addressed to:

Smt .PUSHPA L .NAYAKA,  
Senior Accounts Officer (OM),  
O/o The Pr .Accountant General(A&E),  
Karnataka, Bengaluru -560001

The same may also be viewed in the official website <https://cag.gov.in/ae/karnataka/en> and CPPP. The participants are to go through the Terms and Conditions mentioned in **Annexure -I** thoroughly before submitting quotations.

Yours faithfully,



**Smt. PUSHPA. L. NAYAKA**  
Senior Accounts Officer (OM)  
Ph-080-22640253



12/08

**ANNEXURE-I**  
**TERMS AND CONDITIONS**

1. The rates should indicate net prices inclusive of GST.
2. The vendors may visit office premises and check the samples before quoting the rates.
3. The supplies are to be made within a period of 10 days, if and when the orders are placed.
4. Quality of the items supplied shall be of the same brand/trademark as per the samples attached at the time of inviting quotation. If any article is found to be defective/not up to the quality, the same shall be replaced immediately.
5. All Tenders should furnish an Earnest Money Deposit of Rs.30,000/- in the form of "ACCOUNT PAYEE DEMAND DRAFT" only drawn on any Nationalised Bank, in favour of "PAO-IAD, Bengaluru" along with the quotations. The same shall be returned to the unsuccessful bidders. In case of successful bidders the EMD received will be converted as SECURITY DEPOSIT for the entire period of empanelment and the successful bidder will be liable to pay the difference amount of the Performance Security.
6. If the selected bidder fails to supply the items as per the supply order within the stipulated period at the agreed rate, the items will be purchased from the other suppliers at the risk and cost of the selected firm. Any additional amount incurred for this purpose will have to be borne by the defaulting supplier.
7. The quantities indicated against the required items are only rough estimates. This office is not in any case to be held responsible for any variation in quantity.
8. If an item of inferior quality is supplied or an item is not supplied as per specifications or failure to supply the order in time will entail the firm ineligible for future contracts from this office and appropriate action will be taken against the firm.
9. This office reserves the right to reject any quotation without assigning any reasons thereof.
10. The supply should be made to the premises of O/o The Pr. Accountant General (A&E), Karnataka, Bengaluru – 560001 at the risk and cost of the supplier.

**Yours faithfully,**



PUSHPA L. NAYAKA

Senior Accounts Officer (OM),

Ph- 080-22640253

