

**OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E),
KARNATAKA, BENGALURU**

Pr.AG(A&E)/HK-STY/2021-22/93

21/09/2021

NOTICE INVITING QUOTATION

Sub: Quotations for the supply of stationery items for the year 2021-22 – reg

Sealed quotations are invited from reputed stationery firms for supplying of 1,00,000 nos. of Window Envelopes as per the required specifications. The sealed quotations with superscription “**Quotation for supply of stationery items 2021-22**” samples should reach this office on or before 3 pm of 01/10/2021. The quotations may also be sent by registered post or speed post. The required specifications are as follows:

Sl. No.	Specification	Requirement
1	Type of Envelope	Type 1 Pocket Shape
2	Printing	As per the requirement of this office
3	Window on Envelope	Yes
4	Opening of Envelope	Side Slide Opening
5	Dimension	11x29 cm
6	Size of Envelope	SE6
7	GSM	70 and above

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 quotation notice may also be found on the official website of this office “<https://cag.gov.in/ae/karnataka/en>” and on the CPP portal “[https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app;)”.

The participants are to go through the Terms and Conditions mentioned in Page no. 2 thoroughly before submitting quotations.

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. If the selected firm fails to supply the items as per the supply order within the stipulate period at the agreed rate, the items will be purchased from the other supplier 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.
6. If an item of inferior quality 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.
7. This office reserves the right to reject any quotation without assigning any reasons thereof.
8. 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,

Sd/-

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