

कार्यालय प्रधान महालेखाकार
(लेखा परीक्षा) हरियाणा
प्लॉट संख्या 4&5, सेक्टर 33-बी,
दक्षिण मार्ग, चंडीगढ़ - 160020



OFFICE OF THE PRINCIPAL ACCOUNTANT
GENERAL (AUDIT) HARYANA
PLOT No. 4&5, SECTOR 33-B,
DAKSHIN MARG, CHANDIGARH-160020

HR/AU/Comp. Cell/2025-26/73

Date: 09.02.2026

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT) HARYANA,
SEC 33-B, CHANDIGARH - 160020**

LIMITED TENDER ENQUIRY

PROCUREMENT OF HDDs (Hard Disk Drives) (IT HARDWARE)

Sealed quotations are invited through limited tender enquiry from the eligible vendors for purchase of Hard Disk Drives(HDDs)(**five 2TB HDDs** and **one 22TB HDD**). The terms and conditions and other details of tender document shall be as follows:

Annexure-I: - Terms and conditions of tender.

Annexure-II: - Proforma for Financial Bid.

Annexure-III: - Tender Acceptance Letter.

Date of Publication: - 09.02.2026

Last date for submission of Bids: - 23.02.2026 by 11:00AM

Sealed cover with superscript, "Tender for Purchase of HDDs addressed to Sr.AO (Computer Cell, O/o PAG(Audit), Haryana Chandigarh shall be submitted in Computer Cell, ground floor of this office in person on or before **23.02.2026 by 11.00 AM**. Necessary terms & conditions of the tender are listed in the Annexure-I (enclosed). A copy of this tender enquiry is available on the official website of O/o PAG(Audit), Haryana Chandigarh.

Yours truly,

--s/d--

Sr. AO (Computer Cell)

O/o PAG(Audit), Haryana

For any clarification: Contact Sh. Sarwan, AAO (Computer Cell)

Mob. 8360652964

'Annexure-I'

(Terms & conditions)

1. This office does not bind itself to accept the lowest tender and reserves the right to reject any tender without assigning any reason whatsoever it may be. Inadequate or incomplete tenders in any respect or the tenders in which the prescribed conditions have not been fulfilled are liable to be rejected. Canvassing in any form by the tenderer/vendor will result in rejection of their tenders.

2. The tenderer/firm must be registered with GST Department for supply/services. Copies of such certification mentioning registration number etc. shall be furnished along with quotation.

3. The tenderer/firm must submit the copies of GST and PAN Number etc.

4. This office reserves the right to reject any tender /all tenders in full or part thereof without assigning any reason.

5. Bid specific OEM Authorization must be attached (for primary product).

6. Technical compliance on OEM letterhead must be attached (for primary product).

7. Each page of the Tender document must be stamped and signed by the person or persons submitting the Tender in token of his/their having acquainted himself/themselves and accepted the entire tender documents including various conditions of contract. Any Bid with any of the unsigned document is liable to be rejected at the discretion of the Client. **NO PAGE SHOULD BE REMOVED/DETACHED FROM THIS BIDDING DOCUMENT.**

8. **Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings and should not be bankrupt. Bidder to upload undertaking to this effect with the bid.

9. Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regard. GST reimbursement will be as per actual or as per applicable rates (whichever is lower), subject to the maximum of quoted GST%.

10. Experience Criteria: The Bidder should have regularly manufactured and supplied IT Hardware/Computers to any Central /State Govt Organization/PSU/Public Listed Company. Copies of relevant orders/contracts to be submitted along with bid.

11. Malicious Code Certificate: The seller should upload following certificate in the bid:-

This is to certify that the Hardware and the Software being offered, as part of the contract, does not contain Embedded Malicious code that would activate procedures to:

- Inhibit the desires and designed function of the equipment.
- Cause physical damage to the use or requirement during the exploitation.
- Tap information resident or transient in the equipment/network.

The firm will be considered for breaching of the procurement contract, in case physical damage, loss of information or infringements related to copyright and Intellectual Property Right (IPRs) are caused due to activation of any such malicious code in embedded software.

12. Non return of Hard Disk: As per Security Policy of Buyer organization, Faulty Hard Disk of Servers/Desktop Computers/Laptops etc. will not be returned back to the OEM/supplier against warranty replacement.

13. OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

14. Scope of supply (Bid price to include all cost components): Supply Installation Testing and Commissioning of Goods.

15. Warranty period of the supplied products shall be atleast 1 year from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods (if included in the scope of supply), at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods.

The seller should guarantee the rectification of goods in case of any break down during the guarantee period. Seller should have well established Installation, Commissioning, Training, Troubleshooting and Maintenance Service group in Chandigarh for attending the after sales service. Details of office in consignee state are to be uploaded along with the bid.

16. For fulfilling the experience criteria anyone of the following documents may be considered as valid proof for meeting the experience criteria:

- Purchase Order copy alongwith Invoice(s) withself-certification by the bidder that supplies against the invoices have been executed.
- Execution certificate by client with order value.
- Any other document in support of order execution like Third Party Inspection release note, etc.

17. NET WORTH: Net Worth of the OEM should be positive as per the last audited financial statement. Turnover of OEM Must be attached along with.

Annexure II

Detailed Financial Bid

Note:

- It is necessary that the bidder must submit the financial bid in table given below.

- Prices should be quoted in Indian Rupees.
- The cost is inclusive of all taxes, levies etc.
- Taxes indicated in the financial bid will be charged as per the prevailing rate.
- **The quoted price shall be valid atleast upto 02 month from last date for submission of bid.**

Table-Detailed Financial Bid

Sr. No.	Particular/Specifications	Quantity	Rate Quoted per Unit	Total Price
1.	External Portable Hard Disk Drive Storage Capacity 2TB	05		
2.	External Portable Hard Disk Drive Storage Capacity 22TB	01		

ANNEXURE III:
TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

To,

**The Sr. Deputy Accountant General (Administration),
O/o Principal Accountant General (AUDIT) Haryana,
Plot no 4-5, Sector-33 B,
Chandigarh-160020.**

Subject: Acceptance of Terms & Conditions of Tender having Reference No. dated

Tender: PROCUREMENT OF HDDs (Hard Disk Drives) at O/o Principal Accountant General (AUDIT) Haryana, Plot no 4-5, Sector-33 B, Chandigarh-160020.

Sir/Madam,

1. I/We hereby certify that I/we have read the entire terms and conditions of the tender document including all documents like annexure(s), etc. and I/we shall abide with the terms/conditions/clauses contained in the tender document.
2. The corrigendum(s) issued from time to time by your department/organization have also been taken into consideration, while submitting this acceptance letter.
3. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirely.
4. I/We do hereby declare that our Firm has not been blacklisted/debarred by any Government Department/Public Sector Undertaking.
5. I/We certify that all information furnished by our Firm is true & correct and in case the information is found incorrect/untrue or conditions found violated, then your

department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the bidder,
with official seal)