

**OFFICE OF THE ACCOUNTANT GENERAL (AUDIT) HARYANA,
CHANDIGARH – 160 020.**

No. CRT/Comp/08-09/491

Dated : 18.03.2009

NOTICE

Office of the Accountant General (Audit) Haryana, Chandigarh invites sealed quotations from authorized / registered dealers of Godrej make for procurement of tables/conference table of following specification in the office building at Plot No. 4-5, Sector – 33 B, Chandigarh.

Sr. No.	Description	Qty.
1	Stylo Table	14
2	Option table size 4X2	25
3	Finess table 5630+3619ERU+storage pedestal	3
4	Conference table senate 31 seater	1
5	Finesse table 4X2	27
6	Centre table-Alice	5

Sealed quotations addressed to the Sr. Deputy Accountant General (Administration), Office of the Accountant General (Audit) Haryana, Chandigarh should reach latest by 12.00 Noon on 26.03.2009. The quotations should be delivered in the Diary Branch, (Ground Floor) of this office by the stipulated date and time. All bids shall be opened in the Chamber of Sr. D.A.G. (Administration), o/o the Accountant General (Audit) Haryana, Chandigarh on 26.03.2009 3.00 p.m. by the Committee authorized by this office and in the presence of such tenderers who may wish to be present. The Competent Authority reserves the rights to cancel any or all the quotations without assigning any reason. The other terms and conditions of the tender shall be as under:-

1 **Earnest Money:** Earnest Money of Rs. 78,320/- (Rupees seventy eight thousand three hundred twenty only) in the form of Bank Guarantee/Demand Draft of any nationalized bank must be deposited by bidders alongwith their duly signed bids. The validity of the Bank Guarantee /demand draft needs to be up to 6 (six) months starting from 26.03.2009. The Bank Guarantee / Demand Draft shall be in favour of PAO, Accountant General (Audit), Delhi.

1.1 No request for transfer of any previous deposit of earnest money or security deposit or adjustment against any pending bill held by the Department in respect of any previous work will be entertained.

1.2 Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with the

stipulations made herein or backs out after quoting the rates, or does not supply the aforesaid items within the stipulated period, the aforesaid bank guarantee will be forfeited to the Government.

- 1.3 The tenders without Earnest Money will be summarily rejected.
2. The warranty / guarantee period should be clearly mentioned in the bid.
 - 2.1 The successful bidder shall ensure the delivery of all the materials within 15 days from the date of receipt of Purchase Order.
 - 2.2 The rates quoted by the bidder shall remain firm till the completion of the job and price variation shall not be entertained.
 - 2.3 The quantity of the items may, at the discretion of the competent authority, increase or decrease in this office.
 - 2.4 The firm should ensure that the prices are quoted both in figures and words and quotations must be free from any kind of overwriting, alteration and correction..
 - 2.5 Taxes / VAT, if any, should be clearly mentioned in the bids.
3. **Performance / Security Deposit :** The successful tenderer shall furnish Bank Guarantee / performance guarantee which will be equal to 10% of the work order value, in the form of Bank Guarantee form from an Indian Nationalised Bank within 10 days from the receipt of Purchase Order, failing which 10% of the work order value will be withheld for the period of the guarantee / warranty. .
 - 3.1 The Bank Guarantee can be forfeited by order of the competent authority of the Office of the Accountant General (Audit) Haryana in the event of any breach or negligence or non-observance of any terms/condition of contract or for unsatisfactory performance or for non-acceptance of the work order.
4. **Right of Acceptance:** The Office of the Accountant General (Audit) Haryana reserves all rights to reject any tender including of those tenderers who fail to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of the Competent Authority of the Office of the Accountant General (Audit) Haryana, Chandigarh in this regard shall be final and binding.
 - 4.1 Any failure on the part of the contractor to observe the prescribed procedure and any attempt to canvass for the work will prejudice the contractor's quotation.

5. **Breach of Terms and Conditions:**

In case of breach of any of terms and conditions mentioned above, the Competent Authority will have the right to cancel the work order without assigning any reason thereof, and reserves the right to procure the items mentioned in the purchase order from alternate sources and the extra cost incurred thereof, if any, shall be recovered from the successful bidder and nothing will be payable by this Department in that event and the security deposit in the form of performance Bank Guarantee shall be encashed.

6. **Sub-letting of Work:** The firm shall not assign or sublet the work or any part of it to any other person or party.

7. **The tender is not transferable.**

8. **Terms of payment:**

8.1 No payment shall be made in advance nor any loan from any bank or financial institution recommended on the basis of the order of award of work.

8.2 The firm shall submit the bill for sanction of the amount of bill and passing the bill for payment.

8.3 All payments shall be made by cheque only.

8.4 The term 'payment' mentioned in this para includes all types of payment due to the firm arising on account of this contract excluding Earnest Money and Security Deposit governed by the separate clauses of the contract.

Sd/-
(Rajdeep Singh)
Sr. D.A.G. (Administration)