



**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E),  
ODISHA : BHUBANESWAR**

No.Rec-1(A&E)/Comp\_Cons/2018-19/ 02

Date: 09-04-2018

**TENDER CALL NOTICE**

Sealed quotations are invited from Registered Firms/Co-operative Stores of Bhubaneswar only for supply of Stationery Articles for the year 2018-19 to the office of the Principal Accountant General (A&E), Odisha, Bhubaneswar. The sealed tender should reach the Sr.Deputy Accountant General (Admn.), O/o the Principal Accountant General (A&E), Odisha, Bhubaneswar duly superscribed “**Quotations for Computer Consumables**” on or before **19-04-2018 (3.00 P.M.)** and will be opened on the same day at **4.00 P.M.** Tenders received after the scheduled date and time will not be entertained. Tender document can be downloaded from the official website of the Office of the Principal Accountant General (A&E), Odisha ([www.agodi.cag.gov.in](http://www.agodi.cag.gov.in)).

**TERMS AND CONDITIONS**

1. Tenderer should be registered dealer having PAN issued by Income Tax Department and TIN/SRIN issued by Sales Tax Department of the State and should furnish up-to date Xerox copy of GST clearance certificate and PAN card.
2. Earnest money deposit of `5,000/-(Rupees Five Thousand) only in shape of Bank draft drawn in favour of Accounts Officer(Cash), Office of the Principal Accountant General (A&E), Odisha, Bhubaneswar must be furnished along with the quotation which is refundable to unsuccessful tenderer after finalization of tender process. EMD of successful bidder shall be refunded after expiry of contract period of one year.
3. Conditional quotation will not be accepted.
4. **Item wise rate must be quoted** (inclusive of all taxes and transportation costs) **in the same format of list of items annexed to this tender notice (Annexure)** duly signed and stamped by the tenderer.
5. The rate so quoted shall remain unchanged for one year from the date of acceptance of the tender or till finalization of next tender whichever is earlier.
6. The quotation must accompany the samples duly stamped by the tenderer and rate mentioned there in as per the list of items enclosed.

7. Supply should be made within two weeks from the date of receipt of purchase/supply order and F.O.R. destination, O/o the Pr. Accountant General (A&E), Odisha, Bhubaneswar.
8. Payment will be made subject to the condition that the articles are delivered in full, in good condition and in conformity with the approved sample and specifications.
9. In case the approved Firm/Supplier fails to supply goods at the approved rate during the contact period for any reason, his/their tender for the next time will not be considered and will be black listed & EMD shall be forfeited.
10. This office may inspect the potentiality of the firm, if necessary.
11. The competent authority reserves the right to cancel any part or whole of the tender without assigning any reason thereof. In case of any dispute the decision of the Principal Accountant General (A&E) shall be final and binding.
12. **Penalty for Default Delivery:-** If the vendor fails to deliver the items within the schedule delivery period, Purchaser will impose a penalty of 0.5% of the order value for the late delivered item for each weeks delay or part thereof, subject to maximum of 5 weeks. In case the delay exceeds five weeks, the Purchaser reserves the right to cancel the order and in such case, the vendor will have to repay the Purchaser the advance paid, if any, with interest @ 12% per annum, unconditionally. If orders are cancelled due to non delivery, the vendor will be debarred by the Purchaser for participating in any future tenders floated by the Purchaser, in addition to forfeiture of EMD.

Sd/-

Sr.Deputy Accountant General (Admn.)

**Format for Price Bid for Office Computer Consumables for the Year 2018-19**

**Annexure**

<b>Sl.No.</b>	<b>Name of the Articles/ Particulars</b>	<b>Make/ Brand Specification</b>	<b>Unit</b>	<b>Rate Rs.</b>
1	C D (R) with Jewel Case		Per Piece	
2	C D (R) with Jewel Case		Per piece	
3	C D (R) 10 pieces Pkt.		Per Pkt.	
4	C D (R) 10 pieces Pkt.		Per pkt.	
5	C D (RW) with each cover		Per piece	
6	C D (RW) with each cover		Per piece	
7	C D (RW) 10 pieces Pkt.		Per Pkt.	
8	C D (RW) 10 pieces Pkt.		Per Pkt.	
9	C D Marker Pen (Black)		Per Piece	
10	C D Marker Pen (Red)		Per Piece	
11	C D Mailer		Per Piece	
12	D V D (R) Blank 5 pieces pack with Jewel case		Per Box	
13	D V D (R) Blank 5 pieces pack with Jewel case		Per Box	
14	D V D (R) DL 8.5 GB Blank 5 pieces pack with Jewel case		Per Box	
15	D V D (RW) Blank 5 pieces pack with Jewel Case		Per Box	
16	D V D (RW) Blank 5 pieces pack with Jewel Case		Per Box	
17	Lipi Tally Line Printer Ribbon Cartridge-2250		Per Piece	
18	Tally Line Printer Ribbon Cartridge-6610		Per Piece	
19	LQ-DMP-1050 Ribbon Cartridge		Per Piece	
20	LQ-DMP-1050 Ribbon Cartridge		Per Piece	
21	LQ-DSI-5235 Ribbon Cartridge		Per Piece	
22	LQ-DSI-5235 Ribbon Cartridge		Per Piece	
23	HP Laser Jet Toner Cartridge 1015/1020/1022/12A Series		Per Piece	
24	HP Laser Jet Toner Cartridge 15A		Per Piece	
25	HP Laser Jet Toner Cartridge 35A		Per Piece	
26	HP Laser Jet Toner Cartridge 88A		Per Piece	
27	HP Laser Jet Toner Cartridge 93A		Per Piece	
28	Brothers Cartridge TN 2365		Per Piece	
29	Cartridge for Printer RICOH 6330N-		Per Piece	
30	Computer Cover		Per Piece	
31	Pen Drive 8GB		Per Piece	
32	Pen Drive 16GB		Per Piece	
33	Toner Cartridge for Aficio MP1800 1.2		Per Piece	
34	TVS e-ribbon cassette for MSP-455xl classic Dot matrix printer		Per Piece	
35	Toner Cartridge for RICOH SP200 S		Per Piece	

Date:

Signature with Seal of the Bidder