

OFFICE OF THE ACCOUNTANT GENERAL (A&E) J&K
Shakti Nagar, Jammu-180001

No.Admn-II/J/A&E/ACs/2017-18/299

Dated : 08.06.2017

Notice Inviting Tender

1. Sealed quotations for procurement of 07 (seven) Split Air Conditioners are invited from the Original Equipment Manufacturer or authorized dealers in the specified proforma which must reach the Sr. Accounts Officer (Admn), Office of the Accountant General (A&E) J&K, Shakti Nagar, Jammu-180001 latest by 11.00 AM on 19.06.2017.
2. The sealed quotations can also be delivered in the office by the stipulated date and time.
3. Specified proforma alongwith terms and conditions can be collected from Administration Section-II of this office on any working day between 03.00 PM to 5.00 PM. These are also available on office website <http://agjk.nic.in>
4. The Bids shall be opened in the room of Sr. Accounts Officer (Admn), Office of the Accountant General (A&E), J&K, Shakti Nagar, Jammu-180001 at 3.00 PM on 19.06.2017 by the Purchase Committee of this office and in the presence of such bidders who may like to be present.
5. The Competent Authority reserves the right to reject any or all the quotations without assigning any reason.

Sd/-

Dy. Accountant General
(Admn)

Encl:

1. Annexure-I (Bid Submission Form)
2. Annexure-II (Bidder's profile with undertaking)
3. Annexure-III (General Terms and Conditions)
4. Annexure-IV (Form to quote the price)


8/6/17

Annexure-I

Bid Submission Form

Letter of Bid

(On letter head of the firm)

To

The Sr. Accounts Officer (Admn)
Office of the Accountant General (A&E)
Jammu & Kashmir
Shakti Nagar, Jammu-180001

Reference: Invitation for Bid No. Admn-II/J/A&E/ACs/2017-18/ Dated .06.2017

I/We, the undersigned, declare that :

1. I/We have examined the Bid and have no reservations to the requirements of Bidding Document and for bidding / supplying the inventories against this tender document.
2. I/We offer to execute in conformity with the Bidding Document for providing Split Air Conditioners (Hot & Cold) for the office of the Accountant General (A&E), J&K, Shakti Nagar, Jammu-180001.
3. My/Our bid shall be valid for a period of 30 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents and it shall remain binding upon us.
4. I/We also declare that Government of India or any other Government body or PSU or any other organisation has not declared me/us ineligible or black listed me/us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/ lapses of any nature.
5. I/We also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that you are not bound to accept highest ranked bid / lowest bid or any other bid that you may receive.

Yours sincerely,

Authorised Signatory

(Authorised person shall attach a copy of Authorisation for signing on behalf of bidding company/ firm)

Full Name and Designation

(To be printed on Bidder's letterhead)

 2/2/17

Annexure-II

Bidder's Profile

1	Name and address of the firm		
2	Contact details of the firm with STD Code	Phone	
		Mobile	
		Fax	
		E-mail ID	
		Website	
3	Name and designation of the authorized person submitting the Bid		
4	Contact details of the authorized person submitting the Bid	Phone	
		Mobile	
		E-mail ID	
5	Name and designation and contact details of alternate person, if any		
6	Bidder's Bank, its address and current account number		
7	Permanent Account Number (PAN) of Firm		
8	Service Tax Number (Please attach copies of Service Tax Registration Number)		
9	TIN Number		
10	Particulars of EMD	Demand draft / Bank Guarantee No. Dated: Validity of BG/ DD:	
11	Particulars of Authorisation from OEM		
12	Brand Name for which authorised		
	Date of OEM certificate (No. & Date and validity)		

Undertaking

1. I, the undersigned certify that I have gone through the terms and conditions mentioned in the bidding document and undertake to comply with them.
2. The rates quoted by me are valid and binding upon me for the entire period of contract.
3. I hereby undertake to provide the Split Air Conditioners, as per directions given in the tender document/ work order/ contract agreement within the stipulated period, failing which I shall be liable to be blacklisted/ debarred by the office of the Accountant General (A&E), J&K, Jammu.
4. I also declare that Government of India or any other Government body/PSU/Autonomous Body has not declared us ineligible or black listed us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/ lapses of any nature.

Place: _____

Date: _____

Signature of Bidder / Authorised signatory.....
Name of the Bidder


8/6/17

Annexure-III

General Terms & Conditions:

1. Requirement:

The Accountant General (A&E) Jammu & Kashmir intends to procure 07 (seven) Split Air Conditioners as per below rating and capacity details for Branch office located at Shakti Nagar, Jammu.

Star Rating : Not less than 3 Star
Capacity : 2.0 ton
Type : a) Single function – Cooling only and
b) Dual function - Hot & Cold

The number of ACs required is tentative and may be increased or decreased.

2. **Earnest Money Deposit (EMD):** Earnest Money of Rs.20,000 (Rupees twenty thousand only) in the form of Bank Guarantee/ Demand Draft of any nationalized bank must be deposited by bidders alongwith their duly filled up bidding documents. The Bank Guarantee/ Demand Draft shall be in favour of Sr. Accounts Officer (Admn) office of the Accountant General (A&E) J&K, Shakti Nagar, Jammu-180001.
3. Bids without Earnest Money Deposit shall be summarily rejected.
4. No interest shall be payable on the EMDs.
5. The bidder must be registered with Income Tax Department and Service Tax Department. Attested copies of PAN and Service Tax Registration shall be required to be enclosed.
6. The bids shall be valid for a period of 30 days from the date of opening of the bids.
7. The bids will be opened by a Committee authorised by the competent authority at 3.00 pm on 19.06.2017 in the room of Sr. Accounts Officer (Admn) office of the Accountant General (A&E) J&K, Shakti Nagar, Jammu-180001 in the presence of such bidders as may like to be present. The representatives of the Bidders should bring with them a letter of authority from the bidder and proof of identity.
8. The office of the Accountant General (A&E) Jammu & Kashmir reserves the right to reject all or any of the bid(s) without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific bid(s) on any consideration. The decision of the Competent Authority of the office of the Accountant General (A&E) Jammu & Kashmir shall be final and binding.
9. The Contractor shall be required to supply and install all the air conditioners in this office within one week from the date of issue of the work order.
10. The Contractor shall be required to submit the bills for payment after supply and installation of all the Split Air Conditioners in this office. The payment shall be made by Cheque/ NEFT only after completion of the work satisfactorily by the Contractor. Office of the Accountant General (A&E) Jammu & Kashmir shall be at liberty to withhold payments in full or in part subject to recovery of penalties mentioned in preceding paras.


8/6/17

Sd/-
Dy. Accountant General (Admn)

OFFICE OF THE ACCOUNTANT GENERAL (A&E) J&K
Shakti Nagar, Jammu-180001

Annexure-IV

Form to Quote Price

S.No	Split Air Conditioners (any one to be specified by the bidder)	Brand name	Star Rating	Period of warranty (in years)	Rate quoted per unit inclusive of all taxes	Installation charges	Total Bid Amount Per unit (6+7)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Split Air Conditioner of 2.0 Ton capacity (Single function Cooling only)		3 Star				
			4 Star				
			5 Star				
2	Split Air Conditioner of 2.0 Ton capacity (Duel function: Hot & Cold)		3 Star				
			4 Star				
			5 Star				
Note	Separate forms may be used to quote the rates for different brands.						

Signature of Bidder

Place: _____

Date: _____

(Official Seal)
Full Name & Designation


8/6/17