

GOVERNMENT OF INDIA  
MINISTRY OF FINANCE,  
DEPTT OF EXPENDITURE,  
CENTRAL PENSION ACCOUNTING OFFICE,  
TRIKOOT-II, BHIKAJI CAMA PLACE,  
NEW DELHI

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No: CPAO/Admn./D.Water/2009

Dated: 25-07-2011

**NOTICE INVITING QUOTATION**

To,

As per Attached list

**Subject: Supply of Packaged drinking Water (In CPAO-.20/25 (Litre Jars)**

Sir,

This office intends to avail the services of authorize firms for supply of packaged drinking water (Jars) of reputed brands like Bisleri/Aquafina/Kinley etc. on day to day basis. The quantity of water required per day would be approximately 400/500 Liters per day.

2. In case your firm is interested in supplying the same on day to day basis, you are requested to quote most competitive rates /prices in a sealed envelop addressed to the Sr. Accounts Officer (Adn.n.), Central Pension Accounting Office, M/o Finance, D/O expenditure, Trikoot – II, Bhikaji Cama Place, R.K. Puram, New Delhi. The rates should include Brand Name, Capacity of Jar etc.

S. No.	Brand	Jars (in Litres)	Unit Rate

3. The sealed envelop should be super scribed as “**Quotation for Supply of packaged drinking water**” The sealed envelope should reach latest by 3:00 pm on before 23-08-2010. The tender will be opened on the same day at 3:30 pm in the presence of the tenderers, who may with be present. The department reserves the right to accept or reject any quotation without assigning any reason whatsoever.
4. The supply **terms and conditions** are as follows:-
- The average consumption of water 400/500 liters /day at C.P.A.O as per actual consumption of water on day to day basis.
  - No security deposit will be deposited with the firm by the Department for the bottles.
  - The water should be supplied on every working day or as required. The firm should ensure that the delivery of the jars should reach latest by 08:30 AM sharply.
  - The firm should also ensure to get the day to day supply voucher signed by the different section of this office.
  - The payment terms shall be monthly basis after the receipt of the bills and checking of day to day supply receipts. Advance payments shall not be made under any circumstances.
  - The firm can depute their authorized two dealers for two sites for supply of water.
  - Prices should be inclusive of all taxes, duties and freight charges. The prices will remain fixed through out the contract period irrespective of any changes made in statutory levies by the Government.

Late submission of quotations will not be accepted. Quotation by “Telex/Telegram/Fax/e-mail” will not be accepted. Quotations may be submitted by Registered Post, by Hand in Person or by Courier. The Quotations can also be deposited in the ‘TENDER BOX’ place at the Reception Counter, Ground Floor. Quotation received after due date and time will not be accepted.

Yours faithfully,

  
(H. Atheli)

Dy. Controller of Accounts  
Tel. No. 26177071, 26174613

Copy to:-

- As per list attached.
- N.I.C., Central pension Accounting Office, M/o Finance, D/O Expenditure for displaying it in the web-site of the Ministry.