



**OFFICE OF THE PRINCIPAL COMMISSIONER OF GST & CEX,  
CHENNAI NORTH COMMISSIONERATE  
26/1, Mahatma Gandhi Road ,Nungambakkam Chennai – 600034**

C.No.IV/16/31/2017-PRO

Date: 29 . 11. 2017

**TENDER NO. 19/2017**

**NOTICE INVITING e-TENDER FOR Hiring of Office premise for Mylapore  
Division and Range offices of Mylapore Division, Chennai North  
Commissionerate, Chennai within Chennai Zone-IX (Ward Nos.118 to 126)  
Mylapore, consisting of Carpet Area 6,484 (in Sq.Ft.).**

For and on behalf of the President of India, e-Tender/Bids are invited from legal owners of buildings in the form of two bid system i. e. Technical Bid and Financial Bid for hiring of office premises within Zone-IX (Ward Nos.118 to 126) of Greater Chennai Municipal Corporation i.e, in and around Mylapore. The initial period of hiring will be three years that may be renewed from time to time at the discretion of the Principal Commissioner of GST& CEX, Chennai North.

1. Document Downloaded:

Tender documents may be downloaded from CPPP site <https://eprocure.gov.in/eprocure/app>, [www.centralexcisechennai.gov.in](http://www.centralexcisechennai.gov.in) or [www.cbec.gov.in](http://www.cbec.gov.in) as per the schedule given in TIME SCHEDULE as under by the bidders having Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India and which can be traced up to the chain of trust to the Root Certificate of CCA.

**TIME SCHEDULE OF TENDER**

S.No	Particulars	Date	Time
1	Tender e-publish date	01.12.2017	13:00 Hrs
2	Document download start date	01.12.2017	13:00 Hrs
3	Start date for seeking clarification (on-line)	02.12.2017	10:00 Hrs
4	Last date for seeking clarification (on-line)	12.12.2017	17:00 Hrs
5	Bid submission start date	14.12.2017	17:00 Hrs
6	Bid submission last date	04.01.2018	11:00 Hrs
7	Tender opening date (Technical)	17.01.2018	11:00 Hrs

2. Bid Submission:

The Bids should be submitted through online in the following procedures:

- Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app> Tenderer/Contractor are advised to follow the instructions "Instructions to Bidder for Online Bid Submission" provided in the Annexure VI for online submission of bids.
- Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more

partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

- iv. Tenderer who has downloaded the tender from the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app> shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with this Office.
- v. Intending tenderers are advised to visit again CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.

3. The premises to be hired should be centrally located, well connected by public transport like train, buses, metro etc and should have wide approach road preference will be given to those buildings situated at arterial road, suitable for use as office and preferably be ready to be occupied with partitions, cupboards, furniture, toilets, lifts, etc. Sufficient parking space for four wheelers and two wheelers, water facility (drinking and non-drinking), genset / standby power facility, firefighting equipment, CCTV Surveillance Systems, internal electrical wiring, air conditioning, inside painting should be made available according to the size of the building. The premises should be legally free from all encumbrances and should comply with building bye-laws of the local authority, fire safety and general security norms.

4. The consideration for the premises will be as per Government of India Rules and the rent will be fixed and paid in accordance with the Government of India instructions in force.

5. The rates shall be quoted in Indian Rupees only. The rates will be inclusive of all taxes (including GST), fees, levies, etc. and any revision in the statutory taxes, fees, etc will be the responsibility of the Bidder.

6. The quoted rates shall remain firm throughout the tenure of the contract and no revision is permissible for any reason.

7. Finalization of rent, based on location and quality of construction, earthquake norms and other amenities provided, is subject to certification by CPWD/Hiring Committee and final approval/ sanction by the Government of India as per the Rules framed in this regard.

8. The Premises offered should have similar facilities that are already availed by this Commissionerate at the aforesaid address, including furnishings like partitions, Furniture, Fixtures, internal electrical wiring, lighting, fire alarm, power back-up / genset, air conditioning, CCTV Surveillance Systems, inside painting, car-parking etc. For this purpose the prospective bidders may contact / visit the aforesaid address before submitting their bids.

For further details, Dr. S. Periyannan, Deputy Commissioner (Prev.) may be contacted at 044-28335011.

**NOTE:** The Department reserves the right to postpone the date of opening or to accept or reject any or all the bids, without assigning any reasons.

**Sd/-**  
**(RAJEEV KUMAR, I.R.S)**  
**Additional Commissioner of GST & CX**  
**Chennai North Commissionerate**