



केन्द्रीय उत्पाद शुल्क के आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE,
चेन्नै - IV आयुक्तालय / CHENNAI - IV COMMISSIONERATE
692, एम.एच.यू. कॉम्प्लेक्स, नन्दनम, चेन्नै-600035
692, M.H.U.COMPLEX, NANDANAM, CHENNAI- 600 035.
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सी.सं./C.No.03/2017-Comp

दिनांक / Date: /03/2017

NOTICE INVITING e-TENDER

Online e-Tenders are invited for the purchase of Computers and printers of established brands for the office of the Commissioner of Central Excise, Chennai-IV Commissionerate, No.692, M.H.U Complex, Nandanam, Chennai-600035 as per the requirement mentioned below:-

Sl.No	Items required	Configuration/Specification required	Approximate quantity
1	All in one Personal Computers	Intel Core i3 processor 4GB RAM 1 TB Hard drive description 104 keys keyboard Optical Mouse Windows 10	28 Nos.
2	Laser Printers	HP Networking Laser Jet Pro MFP M 132 NW	14 Nos.

2. The prescribed tender documents with the Terms and Conditions can be downloaded from the official website <https://eprocure.gov.in/>. Bid can be made only through <https://eprocure.gov.in> on or before 26.03.2017 (1700 hrs). E-tendering process is as mentioned below. Tender will be opened on 27.03.2017 at 1100 hrs at the office of the Commissioner of Central Excise, Chennai-IV, 5th floor Conference hall, 692, M.H.U.COMPLEX, NANDANAM, CHENNAI- 600035. The details of terms & conditions are outlined in the Annexure to this e-tender as under :

- (a) Annexure-I : Application Form
- (b) Annexure-II : Prequalification criteria for firm
- (c) Annexure-III : Format of Technical Bid
- (d) Annexure-IV : Terms & Conditions
- (e) Annexure-V : Undertaking
- (f) Annexure VI : BOQ(financial Bid)

For any query/ clarifications Superintendent (Computer), Central Excise, Chennai IV, may be contacted at phone no.044-24314021, Mobile No. 9445379085.

3. E-tendering process:

The tender is invited in two Bid System i.e. 1) Technical Bid/Qualifying Bid and 2) Financial Bid. The e-tender form for technical bid and financial bid as prescribed in Annexures and item rate BOQ xls sheet respectively, duly completed in all respect shall be submitted online on <https://eprocure.gov.in> on or before 26.03.2017(1700 hrs).The application form should be addressed to the Commissioner of Central Excise, Chennai IV, 692, M.H.U.COMPLEX, NANDANAM, CHENNAI-600035. The Technical Bid/Qualifying Bid shall be opened by the e-tender Committee on the scheduled date.

4.Submission of bids:

Bids have to be submitted online through e-tender website portal <https://eprocure.gov.in> before the scheduled date and time. Bidders should submit the Technical as well as Financial Bids through e-tendering portal only. Scanned copies of all relevant documents should be attached with the bid. **Bids submitted by courier/post/in person shall not be accepted in this tender.**

5. A.TECHNICAL:

- The bidder shall upload PDF format copy of Sales Tax/Vat Registration, PAN details
- The bidder should have experience in supplying Computers and Printers to the Government department/PSU/ Big IT companies for which the service provider should submit the name(s) of Organisation(s) to whom goods were being provided, and number of computers so provided to each organization(s).

6. B. FINANCIAL :

- The bidder shall quote their rate inclusive of all taxes and all incidental charges also enumerated under Para 11.
- The Commercial bids of only those bidders who qualify the Technical bid will be entertained.

7. Earnest Money Deposit:

(i) The units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) or the concerned Ministry or Department shall be exempted from the payment of Earnest Money as defined under Rule 157 of General Financial Rules (GFR,2005). In such case, copy of the certificate showing registration with the above mentioned institutions to be uploaded in PDF format.

(ii) In case the unit is not covered as above, it shall submit the offer along with the Earnest Money Deposit(EMD) for Rs.30,000/-(rupees forty Thousand only).

(iii) The earnest Money Deposit of Rs.30,000/(Rupees Thirty Thousand only) can be submitted in the form of Demand Draft/Bankers cheque drawn in favour of "Commissioner of Central Excise, Chennai IV" and payable at Chennai valid for 45 days beyond the validity of bid. The bidders submitting their bids online should ensure the Earnest Money Deposit(EMD) must reach by hand or through post to the address at, The Commissioner of Central Excise, Chennai IV Commissionerate, No.692, MHU complex, 5th floor, Nandanam, Chennai-600035 on or before the scheduled closing of the e tender. The EMD will be returned to all the unsuccessful bidders at the end of the selection process. However, the EMD shall be forfeited in case the successful bidder withdraws or the details furnished in annexures are

found to be incorrect or false during the tender selection process. No interest shall be paid on the EMD.

8. The tenders will be opened on **27.03.2017 at 1100** hrs in the presence of tender committee and in the presence of the parties or their authorized representatives, if any, who wish to participate at the office of the Commissioner of Central Excise, Chennai-IV , 692, M.H.U.COMPLEX, NANDANAM, CHENNAI- 600035.
9. The tender form shall be rejected if it is not complete in any aspect.
10. The tender documents are not transferable.
11. The quantity indicated may change subject to requirement, the price and other factors like availability of fund etc.
12. Bidder shall take into account all costs including installation, transportation and commissioning etc. for giving delivery of material at site i.e. 692, M.H.U.COMPLEX, NANDANAM, CHENNAI- 600 035 and Division/Range Offices at Anna Nagar, Nandanam, Teynampet, Tambaram and Poonamallee before quoting the rates. In this regard no claim for any extra payment for any reason shall be entertained.
13. The bidder should deliver the goods at Office of the Commissioner of Central Excise, Chennai IV, 692, M.H.U.COMPLEX, NANDANAM, CHENNAI- 600 035 and Division/Range Offices at Anna Nagar, Nandanam, Teynampet, Tambaram and Poonamallee and the bidder shall be responsible for any dues/ damage during the transit of goods.
14. The bidder should clarify any doubt/query regarding the specifications from the Additional Commissioner of Central Excise, Chennai-IV Commissionerate, No. 692, MHU Complex, 5th floor, Nandanam, Chennai-600 035 on any working day between 11.00am to 5.00 pm before 25.03.2017. The bidder should fulfil prequalification /eligibility criteria and conditions of the tender and should submit all pages of the documents duly attested by the authorised person along with the bid.
15. In the event of any of the above mentioned date being subsequently declared as holiday /closed day for this office, the tenders will be opened on the next working day at the scheduled time.
16. All the tender documents & price Bid to be uploaded as per this tender are to be digitally signed by the bidder.
17. The Commissioner Central Excise, Chennai IV reserves the right to accept or reject any or all the tenders without assigning any reason.
18. The technical bid will be opened first in the presence of the Tender Committee Members and the bidders at the MHU Complex, Nandanam, Chennai-600035. The financial bids of technically qualified bidders only shall be opened in the presence of the Tender Committee Members.
19. Last date and time for submission of Bid/Tender is 26.03.2017 up to 17.00 hrs

Opening of Bids:


Technical Bid	:27. 03.2017 at 17.05 hrs
Financial Bid	:28. 03.2017 at 15.00hrs

19. The bid documents may be scanned with 100 dpi in black and white option and the same only shall be uploaded.

20. Bidder 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 from including downloaded price bid template in any manner.

21. Intending bidders are advised to visit CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum /addendum/amendment.

22. The successful bidder will be required to submit the hard copies of the original documents at the time entering into the contract.


22.3.17

(JAGRAM MEENA)
ADDITIONAL COMMISSIONER

Encl. As above.

Copy to

1. The Commissioner of Central Excise, Chennai I/II/III/IV & Service Tax I/II/III, Central Excise Audit I/II and Service Tax Audit Commissionerates. (PRO Section & Notice Board for giving wide publicity.

2. All Deputy/Assistant Commissioner of Central Excise of Divisions, Chennai IV Commissionerate- for giving wide publicity.

3. Notice Board, Chennai IV, Commissionerate.

4. The Superintendent (Computers) Chennai -I (For uploading in the Departmental website)

ANNEXURE-I

NOTICE INVITING e-TENDER THROUGH E-PROCUREMENT FOR PURCHASE OF COMPUTERS/PRINTERS.

APPLICATION FORM

Date:

FROM :

To,

The Commissioner of Central Excise,

Chennai-IV Commissionerate,

No.692, MHU Complex, Nandanam, Chennai-600 035.

Sir,

Subject : e-Tender for " Purchase of Computers and Printers" - Reg.

Ref : (1) Your e-tender Notice No Dated

(2) EMD-DD No Dated for Rs

I/We have also examined the requisite specifications and my/our offer is to provide the required goods in accordance with the requisite tender.

I/We quote the rate inclusive of all taxes, duties, transportation, etc (in complete).

Yours faithfully,

(Signature and stamp of the Tenderer)

State legal status, Whether Proprietorship.,
Partnership,Registered firm, Company etc.

ANNEXURE-II

NOTICE INVITING e-TENDER THROUGH E-PROCUREMENT FOR PURCHASE OF COMPUTERS/PRINTERS.

**ELIGIBILITY CRITERIA: CONDITIONS TO BE SATISFIED IN THE
QUALIFYING/TECHNICAL BID DOCUMENT**

1. The Bidder should have at least three years experience in supplying Computers and Printers to the Government department/PSU/ Big IT companies for which the service provider should submit the name(s) of Organisation(s) to whom goods were being provided, and number of computers so provided to each organisation(s).
2. The bidder must have obtained Permanent Account Number (PAN) under Income Tax Act, 1961 and Sales Tax/VAT registration.
3. The evidence for filing of Income Tax Returns along with Profit and Loss Account and Balance Sheet for past three financial years 2013-14, 2014-15 & 2015-16 should be enclosed along with the qualifying bid.
4. The bidder must have an Annual Average Turnover of not less than of Rs.15 Lakhs during the last three financial years 2013-14, 2014-15 & 2015-16 certified by a Chartered Accountant.
5. **The bidder should not have incurred loss in any two years during the last three years as on 31.03.2016.**
6. The bidder must produce a solvency certificate from his banker for an amount not less than **AMOUNT OF THE CONTRACT.**

ANNEXURE-III

NOTICE INVITING e-TENDER THROUGH E-PROCUREMENT FOR PURCHASE OF COMPUTERS/PRINTERS.

QUALIFYING/TECHNICAL BID DOCUMENT:-

1. Name of the party :
2. Address (With Tel No., Fax No.) :
3. Name & Address of the proprietor/
Partners/Directors (With Mobile Nos.) :
4. Contact person(s) (with mobile number) :
5. Technical Compliance Sheet with Technical supporting documents
as per specifications mentioned Tender :
6. Average Annual Turnovers
(Last 3 years ended 31.3.2016)
Certified by Chartered Accountant :
7. Permanent Account Number (PAN)
(The Evidence for filing of IT returns along with 2013 – 2014 :
Profit and Loss Account & Balance Sheet 2014 – 2015 :
For the last three financial years to be 2015 – 2016 :
Enclosed) :
8. Copy of Sales Tax/VAT Registration :
9. Details of EMD :
10. Solvency Certificate issued by Bankers :
11. Self-declaration in letter head that the bidder is the
Original Equipment Manufacturer, Authorized Dealership
Licenses issued from the Original Equipment Manufacturer,;
In case of dealers User list

DECLARATION

I/we hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/we understand that in case any deviation is found in the above statement at any stage, I /we will be blacklisted and will not qualify to have any dealing with the Department in future.

ANNEXURE-IV

GENERAL TERMS & CONDITIONS

1. Name of the items (1) All in One personal Computers, (2) Printers
2. Quantity : All in One=28 Nos., Printers =14 Nos.
3. Only bids received on the CPP portal will be considered for opening. Bids in any physical form sent through fax/email/post/delivered personally/couriered will not be considered.
4. Bidder should log in to the site well in advance for bid submission so that he/she uploads the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
5. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
6. The rates quoted should be for delivery and installation at Office of the Commissioner of Central Excise, Chennai IV, 692, M.H.U.COMPLEX, NANDANAM, CHENNAI- 600 035 and Division/Range Offices at Anna Nagar, Nandanam, Teynampet, Tambaram and Poonamallee. The successful bidder shall deliver and install the goods within a period of 5 days from the date of award of contract.
7. The equipments offered shall conform to the specifications as given in main tender notice and shall be guaranteed against defective design, defective quality, manufacturing defects etc., for a minimum period of 36 months from the date of supply/installation. Documents supporting the technical specification of the quoted goods may be uploaded in the PDF format.
8. The bidder shall upload PDF format copy of sales Tax/ VAT registration, PAN, Bank details.
9. Full and complete specifications of the article quoted for shall be uploaded in the e-tender in PDF format along with illustrated pamphlets, drawings etc., where available.
10. Payments will be made by Bank/Electronic Transfer only after satisfactory completion of supply/installation and receipt of pre-receipted bill in triplicate. Quotations giving any other mode of payment may be avoided.
11. The Commissioner Central Excise, Chennai IV reserves the right to accept or reject any or all the tenders without assigning any reason.
12. Provisional Invoice /Vouchers may be produced immediately after acceptance of the contract.
13. Any dispute arising out of this agreement or that which may arise in future, shall be resolved by taking recourse to mutual settlement, arbitration / conciliation clauses formulated by International Centre of Alternative Dispute Resolution (ICADR), failing which the dispute will be subject to Chennai jurisdiction only.

I/We agree to the above terms and conditions.

Signature with Date _____

Name of the Firm _____

Seal _____

ANNEXURE-V

NOTICE INVITING e-TENDER THROUGH E-PROCUREMENT FOR PURCHASE OF COMPUTERS/PRINTERS.

UNDERTAKING BY THE BIDDER

I/We undertake that my/our firm M/S
.....has not been blacklisted by any Govt.
Department/Public Sector Undertaking/Autonomous Body. Neither have I/We
been booked for any violations under the Copyright Act 2012 (as amended).

2. I Son / Daughter / Wife of
Shri..... Proprietor /Partner /Director /authorized
signatory of M/s Is competent to sign this
declaration and execute this tender document:

3. I/We have carefully read and understood all the terms and conditions of
the tender and undertake to abide by them:

4. The information/documents furnished along with the above application are
true and correct to the best of my/our knowledge and belief. I/We, am/are well
aware of the fact that furnishing of any false information /fabricated document
would lead to rejection of my tender at any stage besides liabilities towards
prosecution under appropriate law;

5. I understand that in case any deviation is found in the above statement at
any stage, my concern/firm/co. shall be blacklisted and shall not have any dealing
with the Department in future.

Date :

Signature of the authorized Signatory of the firm/

Company/Organization Office Stamp /Seal

Place :