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भारत सरकार / GOVERNMENT OF INDIA
वित्त मंत्रालय / MINISTRY OF FINANCE
राजस्व विभाग / DEPARTMENT OF REVENUE

OFFICE OF THE ASSISTANT COMMISSIONER OF GST AND CENTRAL EXCISE
GUMMIDIPOONDI DIVISION

CHENNAI OUTER COMMISSIONERATE

आर -40, ए-1, 100 फीट रोड, मोगप्पयर, चेन्नै-37

R-40, A-1, 100 FEET ROAD, MOGAPPAIR, CHENNAI-37

C.No.I/04/09/2017-Admn

Date: 05.06.2018

TENDER NO. 06 /2018

**NOTICE INVITING e-TENDER FOR Hiring of Office premise for
Gummidipoondi Range offices of Gummidipoondi Division, Chennai Outer
Commissionerate, Gummidipoondi of Gummidipoondi Taluk, Tiruvallur
District, Tamil Nadu, consisting of Carpet Area 2,000 (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 Gummidipoondi of Gummidipoondi Taluk, Tiruvallur District, Tamil Nadu. The initial period of hiring will be three years that may be renewed from time to time at the discretion of the Assistant Commissioner of GST& CEX, Gummidipoondi Division, Chennai Outer.

1. Document Downloaded:

Tender documents may be downloaded from CPPP site <https://eprocure.gov.in/eprocure/app> 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	05.06.2018	13.00 Hrs
2	Document download start date	05.06.2018	13.00 Hrs
3	Start date for seeking clarification (on-line)	05.06.2018	13.00 Hrs
4	Last date for seeking clarification (on-line)	14.06.2018	17.00 Hrs
5	Bid submission start date	05.06.2018	14.00 Hrs
6	Bid submission last date	25.06.2018	15.00 Hrs
7	Tender opening date (Technical)	26.06.2018	15.00 Hrs

2. Bid Submission:

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

- i. 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.
- ii. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- iii. 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, etc. Sufficient parking space for four wheelers and two wheelers, water facility (drinking and non-drinking), genset / standby power facility, firefighting equipment, 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 final rates will be inclusive of all taxes (including GST), fees, levies, etc. and in case of revision in the statutory taxes, fees, etc. the bidder is entitled to recover additional levies from Government of India but it shall be proportionate to the amount of taxes payable during the pendency of the leave.

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 facilities including furnishings like partitions, Furniture, Fixtures, internal electrical wiring, lighting, fire alarm, power back-up / genset, air conditioning, inside painting, car-parking etc. For this purpose the prospective bidders may contact / visit the aforesaid address before submitting their bids.

For further details, Smt. Supria Chandran, Assistant Commissioner may be contacted at 044-26350022.

.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.


05/06/18
Assistant Commissioner of GST & CX
Gummidipoondi Division

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TENDER DOCUMENT

Hiring of Office premise for **Gummidipoondi** Range offices of **Gummidipoondi** Division, Chennai Outer Commissionerate, Chennai within Gummidipoondi of Gummidipoondi Taluk, Tiruvallur District, consisting of Carpet **Area 2,000 (in Sq.Ft.)**.

The Department shall reserve the right to accept lower or higher carpet area to the extent of 10 % (+ or -).

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(Signature of bidder)

