
 सत्यमेव जयते	भारत सरकार / GOVERNMENT OF INDIA आयुक्त का कार्यालय, जीएसटी एवं केन्द्रीय उत्पाद शुल्क OFFICE OF THE COMMISSIONER OF GST & CENTRAL EXCISE , जमशेदपुर / JAMSHEDPUR आउटर सर्कल रोड, जमशेदपुर-८३१००१ OUTER CIRCLE ROAD, JAMSHEDPUR-831001	 JSR
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BID DOCUMENT

C.No. I(22)02-GL/Housekeeping Services/JSR/2018-19/

Dated: 20.02.2019

NOTICE INVITING E-TENDER IN TWO BIDS SYSTEM THROUGH E-PROCUREMENT FOR PROVIDING HOUSEKEEPING SERVICES FOR THE OFFICES OF GST AND CENTRAL EXCISE, COMMISSIONERATE, OUTER CIRCLE ROAD, BISTUPUR, JAMSHEDPUR FOR THE PERIOD FROM 01ST APRIL'2019 TO 31ST MARCH'2020.

1. Details of Work area-

SL. No.	Address	Description	Total area in sq. meter of the (G+3) Main Building	Carpet Area (in sq. meters)
1.	Office of the Commissioner of GST & Central Excise, Outer Circle Road, Bistupur, Jamshedpur	Ground Floor, First, Second & Third Floor Area of the Main Building	6660	(100 - 15= 85% of 6660 = 6660-999= 5661 sq. meter.
2.	--Do--	Floor Area of the Guest House	582	(100 - 15= 85%)of 582=582-87.3= 494.7 sq. meter.
3.	--Do--	Open Space comprising of only concrete road front and back side	1000 sq. meter.	1000 sq. meter.
Total area for Cleaning & Housekeeping =5661+494.7+1000= 7155.7 or 7156 sq. m				

*** Area is subject to variation up to 10%.**

2. The Tender enquiry documents will be available on official website <http://eprocure.gov.in> and www.cbec.gov.in from **21.02.2019**

3. Bid Submission:

Bids shall be submitted online only at CPPP website:

<http://eprocure.gov.in/eprocure/app>. Tenderers/ Contractors are advised to follow the instructions "Instructions to Bidders for online Bid submission" provided in the Annexure VII for online submission of bids.

4. Service Providers have to follow the "terms and conditions" provided in **Annexure-I**, Scope of work as provided in **Annexure-VI** and "Requirements of Bidder for Online Bid

Submission” i.e. **Technical/Financial Bids” provided in the Annexure-II & Annexure-III** for online submission of bids and **submit an undertaking as prescribed under Annexure-IV and tender acceptance letter as prescribed under Annexure-V.** Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

5. The tender shall be submitted online in two parts viz. **technical bid and financial bid.** All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. The offers submitted by Telegram/Fax/email etc. shall not be considered. No correspondence will be entertained in this matter.
6. **Earnest Money Deposit (EMD)** or bid security of Rs. 50,000/- (Rs. Fifty Thousand Only) shall be submitted by bidders in the form of Account Payee Demand Draft or Fixed Deposit Receipt or Bank Guarantee from any of the Scheduled Banks in India, drawn in favor of the Chief Account Officer, GST & CENTRAL EXCISE , COMMISSIONERATE, OUTER CIRCLE ROAD, BISTUPUR, JAMSHEDPUR. **The Hard Copy of original documents in respect of Earnest Money must be delivered to the Additional Commissioner (P&V), GST & CENTRAL EXCISE, COMMISSIONERATE, OUTER CIRCLE ROAD, BISTUPUR, JAMSHEDPUR, on or before Technical bid opening date/time as mentioned in critical date sheet. Tenders will be treated as non-responsive and will be rejected, at the initial stage itself, if hard copy of EMD is not received on or before opening of Technical Bid.**
7. The bid forms and other details can be obtained from the website www.eprocure.gov.in (CPPP Portal).
8. 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.
9. **The Critical Dates for the Tender Submission and processing are as under:**

Published Date:	21st Feb 2019
Bid Document Download Start Date:	21st Feb 2019
Bid Submission Start Date:	21st Feb 2019
Bid Submission End Date:	13th Mar’ 2019 at 1300 hrs.
Technical Bid Opening Date:	14th Mar’ 2019 at 1400 hrs.
10. Interested service providers 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.
11. Not more than one tender shall be submitted by one contactor 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.
12. In the event of any of the above-mentioned date being subsequently declared as a holiday /closed day for this office, the tenders will be opened on the next working day at the scheduled time.

Sd-
Deputy Commissioner (P&V)