



**GOVERNMENT OF INDIA**  
**OFFICE OF THE CHIEF COMMISSIONER OF CUSTOMS (A&ACC)**  
**CUSTOM HOUSE, 15/1, STRAND ROAD, KOLKATA-700001**

F.No.S39-3/2019P(SCH)

Date: 06.03.2019

**RENOVATION/ UPGRADATION OF APPRAISING HALL TERMINALS**  
**OF CUSTOMS HOUSE : KOLKATA**

**NOTICE INVITING E-TENDER**

E-quotations are invited in the prescribed proforma from reputed contractors/firms for the following miscellaneous work relating to renovation/Up gradation of Appraising Hall Terminals at Custom House, Kolkata. The description is as follows:-

Sl. No.	Description of Work	Approx Quantity in Area/Number
01	Applying one coat of water thinnable Cement primer of approved brand and manufacture of wall surface.	300 Sqm.
02	With ready mixed red oxide zinc chromate primer of approved brand and manufacture on steel galvanised iron/steel work.	850 Sqm.
03	Wall painting with acrylic emulsion paint of approved brand and manufacture to give an even Shade: Two or more coats on new work	300 Sqm.
04	Painting with synthetic enamel Paint of approved brand and manufacture to give an even shade: Two or more coats on new work.	850 Sqm.
05	Removing white or color wash by scraping and sand papering and preparing the smooth including necessary repairs to scratches etc. Complete.	75 Sqm.
06	Disposal of building rubbish/ malba /similar	2 cum

	unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading to approved municipal dumping ground or as approved.	
07	Providing and laying 4mm thick PVC flooring by mans of adhesive of approved design.	275 Sqm.
08	Providing and fixing 6 mm thick ACP to cover the electrical lines running along the length of the room to give an aesthetic finish.	85 Sqm.
09	Providing and fixing Aluminum windows with sliding shutters as well as fixed portions for the ACs	18 Sqm.
10	Providing and fixing LED lights to the ceiling of size 150x150 mm	120

**Total work to be considered as one (01) work and hence, the price to be given in cumulative basis. The entire bid value will be considered only.**

The Technical Quotation and Financial Quotation are to be submitted separately at [www.eprocure.gov.in](http://www.eprocure.gov.in)

### **ANNEXURE – I**

#### **I TENDER PROCESS**

1. e-Tender is invited in two parts i.e. (1) Technical Bid (2) Financial Bid. The e- Tender for Technical Bid in proforma prescribed in Annexure - III and the e-tender form for the Financial Bid in proforma prescribed on e-procurement website **www.eprocure.gov.in** complete in all aspects, shall be submitted to e-procurement website: [www.eprocure.gov.in](http://www.eprocure.gov.in) by enrolling himself. Incomplete bid documents shall be rejected. The valid Technical bids shall be scrutinized by this office to short list the eligible bidders. Thereafter, the Financial Bids of the shortlisted bidders who have qualified in Technical Bid will be opened.
2. **The e- tenderer shall sign and stamp each page of this tender document and all other enclosures appended to it as a token of having read and understood the terms and conditions contained therein and submit the same along with**

**the Technical Bid.** The tenderer would fill up the information in the Annexure III enclosed at the end of these documents in clear and legible terms. Annexure shall also have to be signed and stamped by the bidder or his authorized signatory. **The tenderer shall quote their bid amount for the work in both words and figures** which should include all charges & taxes and the same would not be payable over and above the bid amount thus quoted.

3. The tenderers are advised to inspect the nature/place of work before submitting the quotations and for inspection, query or clarification they may approach Superintendent of Customs (Prev.), S.C.H. department, Custom House, Kolkata. No inspection charge will be made.
4. Any bid with incorrect, incomplete or inconsistent particulars, figures and words will be summarily rejected.
5. **This office reserves the right to postpone / and / or extend the date of receipt / opening of Rates / Quotations or to withdraw the same without assigning any reason thereof.**
6. This office reserves the right to accept or reject any bid and the bidding process and reject all bids at any time without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds of such action.
7. The e-tender forms may be rejected if it is not complete in any aspect.
8. The short listed e- tender and the successful bidders will be intimated about the Award of Contract to them.
9. Late submission of e-tenders will not be accepted by the website.
10. Bid of piecemeal work will not be accepted.

## **II. TERMS AND CONDITIONS**

### **ELIGIBILITY CRITERIA**

- A) Bidders should have experience to work in a central government organization or PSU's or a state government office and should have completed at least two such works in the similar activity in the last five years. Evidence for the same should be provided.
- B) The bidder must have GST Registration. Registration certificate copies should be enclosed.
- C) The bidder must have obtained Permanent Account Number (PAN) under Income Tax Act, 1961. Copy of the same should be enclosed.
- D) All the critical dates are mentioned on e-procurement website.

## **III. OTHER TERMS AND CONDITIONS**

1. All the items supplied/ required must be of Branded Company. Parties/Firms must mention the brand name and quality of the product in their quotations.
2. Total work to be considered as one (01) work and hence, the price to be given in cumulative basis. The entire bid value will be considered only.
3. The party should provide 01 (one) year free maintenance of all the repair works from the date of completion of repair works.
4. No advance payment will be provided. Payment against Bill/Invoice shall be released only after completion of work and completion report from the concerned authority.
5. The bidders [except Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME)] have to deposit Rs.25,000/- (Rupees Twenty five thousand only) as an Earnest Money in the form of account payee Demand Draft/Fixed Deposit receipt/ Banker's Cheque or Bank Guarantee (should be valid 45 days beyond the final bid validity period) in favour of **RBI A/c Commissioner of Customs, Kolkata**, which will be returned as per Rule 170(ii) laid down in GFR, 2017. The Earnest Money

Deposit (EMD) has to be submitted to the Superintendent of Customs, SCH, Custom House, 15/1, Strand Road, Kolkata – 700001 and before the submission of bid in e-Procurement portal. **Certified copy of the EMD need to be uploaded in e-Procurement portal with technical bid. Bid submitted without EMD will not be considered.**

6. The selected bidder will have to provide a performance security deposit in form of account payee Demand Draft/Fixed Deposit receipt/Bank Guarantee as will be accepted by the competent authority, having amount equal to 10% of total bid value and having validity for 14 months from the date of Award of Contract in favour of **RBI A/c Commissioner of Customs, Kolkata**. The same will have to be submitted to this office within 14 (fourteen) days of receiving the AOC (Award of Contract).
7. **EMD will be refunded to the unsuccessful bidders after award of AOC and EMD will be refunded to the successful bidder on receipt of Performance Security.**
8. Suitable insurance cover protecting the agency against all claims applicable under the workmen's compensation act, 1948 shall be taken by the bidder. The bidder shall arrange necessary insurance cover for any persons even for short duration. This office shall not be liable to any claim arising out of mishap, if any that may take place while discharging the work. In the event of any liability/claim falling on the Commissionerate in this regard, the same will be reimbursed/indemnified by the bidder.
9. No escalation of price whatsoever would be allowed during the pendency/currency of the work, for whatever reason.
10. If at any time during currency of JOB the SCOPE OF WORK for which this job has been awarded is reduced/abandoned, the payment/value of this job order shall be reduced on pro-rata basis by this office and would be binding on the bidder.
11. 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 the sole arbitration of the Chief Commissioner of Customs, Kolkata or his nominee.
12. The work should be completed within 30(thirty) days of receiving the Work Order.

**ANNEXURE – V**

**PROFORMA FOR SUBMISSION OF TECHNICAL QUOTATION**

01	Name of the Supplier	
02	Address along with Contact Number	
03	Name, Address and Contact of the Proprietor	
04	Other Documents/ Certificates included	

Date:

Signature of the authorized Signatory of the firm/ Company/Organization

Place:

Office Stamp/Seal

**ANNEXURE-IV**

**TENDER ACCEPTANCE LETTER  
(To be given on Company Letter Head)**

Date:

To  
The Commissioner of Customs, (Airport & Admn)  
S.C.H. Section, Custom House,  
15/1, Strand Road, Kolkata-700001

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: \_\_\_\_\_

Name of Tender / Work: -

Dear Sir,

1. I/ We have submitted my bid for the above mentioned 'Tender/Work' on [www.eprocure.gov.in](http://www.eprocure.gov.in) as per your advertisement. .
2. I.....Son/Daughter/Wife of  
Shri.....Proprietor/Partner/Director/  
Authorized signatory of M/s.....am  
competent to sign this declaration and execute this tender document.
3. I offer to work at the rates as indicated in the price Bid/BoQ inclusive of all applicable taxes.
4. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
5. The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.
6. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety and will abide by the instructions in work order/AOC.
7. I / We certify that all information furnished by the me/Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason, summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully

Date:

Signature of the authorized Signatory of the  
firm/ Company/Organization

Place:

Office St/Seal

**Annexure-III**  
**Undertaking by the Bidder**

1. I/We hereby undertake that my/our firm/Company M/s .....have not been blacklisted by any Govt. Department/Public sector Undertaking/Autonomous body.

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

3. I have carefully read and understood all the term 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 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/We understand that in case any deviation is found in the above statement at any stage, my/our concern/firm/company shall be blacklisted and shall not have any dealing with the Department in future.

**Declaration**

I hereby declare that the information furnished above is true and correct to the best of knowledge. I understand that in case any deviation is found and the above statement at any stage, I/We will black listed and will not have any dealing with the Department in future.

Date: \_\_\_\_\_ Signature of Authorized person  
Place: \_\_\_\_\_ Full name: \_\_\_\_\_  
Seal: \_\_\_\_\_



12. The work should be completed within 30(thirty) days of receiving the Work Order.

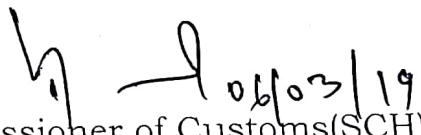
#### **IV. Bid Amount**

The bidders shall quote their bid amount in both words and figures which should be inclusive of all taxes & GST and any other charges as applicable as mentioned in the financial bid, BOQ.

#### **The tenderer should ensure that the following documents are part of; The Technical Bid**

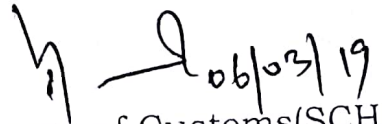
- a) Annexure III(duly filled in ) with company seal and stamp.
- b) Annexure IV on company letter head.
- c) Annexure V (duly filled in ) along with necessary enclosures.
- d) Tender Documents(all pages signed) with Company seal and stamp.
- e) Other Documents as per Tender Notice to be signed and uploaded.

This issues with the approval of Competent Authority.

  
Dy/Astt. Commissioner of Customs(SCH)  
Customs House, Kolkata

Copy to:

1. Computer cell(for uploading on website)
2. Notice Board

  
Dy/Astt. Commissioner of Customs(SCH)  
Customs House, Kolkata