
	<b>IS15700:2005 Cft No.SQ/L-6000140</b>		
	वित्त मंत्रालय	MINISTRY OF FINANCE	
	राजस्व विभाग	DEPARTMENT OF REVENUE	
आयुक्त सीमाशुल्क का कार्यालय, चेन्नई - II		OFFICE OF THE COMMISSIONER OF CUSTOMS, CHENNAI-II	
सीमाशुल्क गृह, 60, राजाजी सालै, चेन्नई - 600001		CUSTOMS HOUSE, 60, RAJAJI SALAI, CHENNAI - 600001	
दूरभाष: 044 25254243		Phone: 044 25254243	

**TENDER NO. 01/2021**

**NOTICE INVITING e-TENDER FOR SUPPLY, INSTALLATION OF WORK STATION FOR OFFICE OF THE COMMISSIONER, IMPORT, CUSTOM HOUSE, CHENNAI -01.**

\*\*\*\*\*

The Customs Department, an agency under Central Board of Indirect Taxes & Customs is inviting e-Tender/Bids from reputed Firms for Supply, Installation of work station/storage units for office of the Commissioner of Customs, (Import), Custom House, Chennai-01.

**1. Document Download:**

The bidders having Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India can download the tender documents from CPPP website <https://eprocure.gov.in/eprocure/app> or [www.chennaicustoms.gov.in](http://www.chennaicustoms.gov.in) or [www.cbic.gov.in](http://www.cbic.gov.in) and submit the bids as per the schedule given below.

**TIME SCHEDULE OF TENDER**

S.No	Particulars	Date	Time
1	Tender e-publish date	16.01.2021	10:00
2	Document download start date	16.01.2021	10:05
3	Start date for seeking clarification (on-line)	16.01.2021	10:10
4	Last date for seeking clarification (on-line)	04.02.2021	16:00
5	Bid submission start date	16.01.2021	10:15
6	Bid submission last date	04.02.2021	15:30
7	Tender opening date	05.02.2021	15:35

**2. Bid Submission:**

(a) Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.

- (b) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
3. 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.
  4. Bidders who have 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 bidder is liable to be banned from doing business with this Office.
  5. 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.
  6. The rates shall be quoted in Indian Rupees only.
  7. 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.
  8. In case of any discrepancy/difference in the amounts indicated in figures and words the amount in words will prevail and will be considered.
  9. The quoted rates shall remain firm throughout the tenure of the contract and no revision is permissible for any reason.
  10. The bidder may contact this office on 044-25254243 for any Queries regarding the tender.

**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.

#### **TENDER DOCUMENTS**

1. **Tender Process and uploading of Tender documents: --**
  - a) The bid / tender will consist of two parts – Technical bid and Financial bid. The bid of all parties whose rates quoted by them finds mention in their Technical Bid shall be rejected forthwith. All information sought under terms and conditions and

other information to be supplied is to be given in Technical Bid while the price quoted by them will be mentioned only in the Financial Bid.

- b) The offers / bids received incomplete and / or filed after the due date and time shall be summarily rejected.
  - c) The bidder or their authorized representative is permitted to be present at the time of the opening of the technical bid.
  - d) The financial bids of only those parties shall be opened whose Technical Bids are found to be eligible.
  - e) The department reserves the right to accept or reject any or all tenders without assigning any reason. In case of any dispute of any kind and in respect of whatsoever, the decision of the Commissioner of Customs, Import, Custom House, Chennai-01 will be final and binding.
2. **Authenticity of the tender document:-** Every page of tender document along with enclosures must be signed by the bidder.
3. **Tender Document :** The tender documents containing terms and conditions along with prescribed proforma / format for furnishing required information / details can be downloaded from the portal <https://eprocure.gov.in/eprocure/app> and <http://www.cbic.gov.in>
4. **Earnest Money Deposit [EMD]:**
- a) Tender documents must be accompanied with non-interest bearing Earnest Money of Rs. 25,000/- (Rupees twenty five thousand only) in form of Demand Draft in favour of the Commissioner of the Customs, Chennai payable at Chennai, failing which tender will be summarily rejected.
  - b) Cheques will not be accepted.
  - c) Original Demand Draft of EMD should be submitted at Admin Section, Room No: 215, Main Building, Custom House, Chennai on or before closing date. No earnest money deposit will be accepted after the due date and time of submission of tender document.
  - d) Earnest money deposited for other Tenders will not be adjustable with this Tender.
  - e) No bank commission or interest will be paid on the earnest money deposit.
  - f) If a bidder withdraws its offer after opening of Technical Bid or Financial Bid before award of tender to other valid tenderer, the earnest money deposited by them will be forfeited.
  - g) If a successful bidder fails to deposit requisite amount towards the Performance Security within specified time the earnest money deposited will be forfeited.
  - h) Central / State Government and Central / State Government Undertakings, firms registered with National Small Industries Corporation (NSIC), Ministry of Micro

Small and Medium Enterprises (MSME) are exempted from deposit of Earnest Money.

**Refund of Earnest Money Deposit & Performance Security: -**

- a) Earnest money deposited by the unsuccessful bidder will be refunded to the bidder at the earliest after finalization of the tender. Earnest money deposit of the successful bidder shall be retained towards Performance Security.
- b) The EMD will be forfeited in case of unsatisfactory performance of the successful bidder. The decision of the Office of The Commissioner of Customs, Import, Custom House, Chennai-01 on this account will be final and binding on successful bidder.

**5. Rates: -**

- a) Rate/bid/offer must be without any condition, assumption, qualification, reservation or variation. Rate/ bid/offer must be mentioned in prescribed Proforma in figures and in words in respect of each item separately. In case of any discrepancy, rates quoted in words will prevail. Conditional tender offer or offer at variance from prescribed specification would be ineligible to compete for the tender. Prices and price components shall be firm and shall not be subject to any price variation or adjustment on account of any price escalations throughout the execution of the contract.
- b) The bidder shall quote their rate inclusive of all taxes and installation charges.
- c) The rates have to be shown separately in the financial bid (Annexure B) i.e. in BOQ Excel sheet.

**6. Subletting of Contract: -** The successful bidder shall not be allowed to sublet / subcontract the contract to any other contractor.

**7. Completion Period :-**

- a) Contract has to be completed within a period of 30 days from date of issue of Work Order.
- b) Liquidated damage (LD) will be charged @ of 2.50% per completed week or part thereof for delay subject to maximum of 10% of the value of work order.

**8. Prescribed format /Proforma: -**

- a) Annexure – A, Annexure – B and BOQ are to be duly filled by the bidder in respect of each item.
- b) A declaration i.e. Annexure – C regarding non-blacklisting or non-convicting by any court of law is to be duly submitted.

**9. Documents required to be uploaded along with technical bid:**

- a) A Copy of Terms & conditions duly signed by the bidder.
- b) Demand Draft / Bank Guarantee of Rs. 25,000/- (Rupees Twenty Five Thousand only) in favour of the Commissioner of the Customs, Custom Office, Chennai payable at Chennai as Earnest Money Deposit.
- c) GST Registration Certificate.
- d) All other supporting documents as required in the tender shall be attached.
- e) Signed declaration as given on Annexure – C of the bid document.
- f) Experience certificate related to similar contracts (means similar to the works mentioned in Financial Bid (BOQ)) executed by the tendering company/ firm/agency for government departments).
- g) Income Tax Returns for the last three financial years ending 31.03.2020.

**10. Eligibility criteria for bidder: -**

- a) Only those firms/Company/ Manufacturers will be eligible to tender their bids whose annual turnover is at least Rs. 50 Lakhs or above in each of the last three financial years ending 31.03.2020.
- b) Only those firms who have successfully completed two **similar** works (means works similar to those mentioned in BOQ) costing not less than Rs. 20 Lakhs each in any government departments (Central/State) during last 3 years ending 31.12.2020.
- c) The authorized dealer/ franchise / distributor may submit bids on behalf of the firms/ Company/Manufacturer along with valid authorization letter issued by the firms/ Company/Manufacturers to the bidder for this particular tender, to do so subjected to Conditions 10 (a) & 10 (b). Preference would be given to manufacturers registered with National Small Industries Corporation (NSIC), Ministry of Micro Small and Medium Enterprises (MSME). [supporting documents to be attached]

**11. Validity of the offer / bid:-** The offer / bid of the bidder should be valid for at least for 6 months from the date of opening of Technical bid.

**12. Scope of Work:-** The work is to be carried out as per plan given below.

- a) **Wooden Wall Partition:** Detailed requirement is provided in the Financial Bid (Annexure-B).
- b) **Painting:** Detailed requirement is provided in the Financial Bid (Annexure-B).
- c) **Electrical Work:** Detailed requirement is provided in the Financial Bid (Annexure-B).
- d) **Furniture:** Detailed requirement is provided in Financial Bid (Annexure-B).
- e) **Windows:** Removing of 2 nos of old windows and fixing of aluminium windows size of 5 ft x 5 ft with roller blinds.
- f) **False Ceiling:** Detailed requirement is provided in the Financial Bid (Annexure-B).

**13. Terms and conditions: -**

- a) Minimum warranty period of the supplied items would be one year and the same will be effective from the date of handing over to the department.
- b) The department has the right to change the quantity and specifications of the items in the work order as per actual requirement, which may vary depending upon various factors.
- c) Office of the Commissioner of Customs, Import, Custom House, Chennai may, without prejudice, for breach of any of the terms and conditions of the tender, 10 days after issuing a written notice of default, terminate this contract in whole or in parts:
  - 1. if he fails to execute the work in full within the time period(s) specified in the tender or any extension thereof granted by the office of Commissioner of Customs, Import, Custom House, Chennai-01.
  - 2. if he fails to perform any other obligation or,
  - 3. if he, in either of the above circumstances, does not cure his failure within a period of 30 days or longer period as specified by the office of Commissioner of Customs, Custom House, Chennai after receipt of default notice from the office of the Commissioner of Customs, Import, Custom House, Chennai.
- d) The tendering firm is advised to visit the site of work i.e. Room No. G-218, Appraising Main Section, Ganga Block 2<sup>nd</sup> floor, Custom House, Chennai - 600001, with prior appointment at his own cost for examination and collect all information that he considers necessary for proper assessment of the prospective assignment. The Quantity prescribed in BOQ is final. Any deviations in bidder's assessment and BOQ, if observed, shall be intimated to the Department prior to bid closing date. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent to any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost, all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions.
- e) All labour Employed by the Contractor shall be covered by the Workman's Compensation Act. Any death, injury or mishap to the workmen of the Contractor will entirely be the Contractor's responsibility and the Commissioner of Customs, Import Commissionerate, Custom House, Chennai shall not be liable to pay any damages for the same.

- f) Contractor shall take adequate/mandatory safety precautions to avoid any accident etc. at site and shall be fully responsible for any criminal & civil liabilities. All safety arrangements are to be made by contractor at his own cost.
- g) No labour or material rate escalation claims will be entertained from the contractor at any stage.
- h) Removal and disposal of existing structures (as mentioned in BoQ) and any expense arising out of it will be fully borne by the contractor. It will not be part of the bid for this tender.
- i) The contractor shall be fully responsible for any damage caused to the existing building and the contractor will have to refurbish and rectify any such damage at his own risk and cost.
- j) Child labour is strictly prohibited.
- k) Only those persons who qualify in technical bid will be considered for financial bid.

**14. Payments:**

- a) No advance payment will be made for any of the works stated above.
- b) The amount quoted by successful bidder is final and no additional payment shall be made.

**(MINU SUSAN ABRAHAM)**  
**DEPUTY COMMISSIONER OF CUSTOMS (ADMIN)**

**ANNEXURE – A**

**(TECHNICAL BID FOR SUPPLY, INSTALLATION OF WORK STATION/STORAGE UNITS FOR  
APPRAISING MAIN SECTION, ROOM: G-218, CUSTOM HOUSE, CHENNAI -01)**

1	Name of bidder:	
2	Address:	
3	Mobile no./e-mail address of Bidder:	
4	PAN (enclose self attested copy of proof):	
5	GST RC (enclose self attested copy of proof)	
5	Whether blacklisted by any Central / state Government or Central/State Government under takings? If blacklisted, indicate details. (submit the affidavit about non-blacklisting in prescribed format-Annexure C)	
6	Whether the bidder having annual turnover of minimum Rs. 25 Lakhs in each of the last 3 financial years? (Attach supporting documents i.e. Audited Annual Account/Income Tax Return of last 3 years ending 31.03.2020)	
7	Whether the bidder provided/ executed similar Orders for two government offices/State/Central in the last 3 years ending 31.12.2020? (Attach supporting documents)	
8	Whether the bidder will provide service after completion of work during warranty period and will be in a position to offer repair contract thereafter?	

It is certified that all the information furnished above is true and correct, that all terms and conditions stipulated in the tender document is acceptable.

Date: .....

Place:.....

Name and Signature of  
bidder with seal



**ANNEXURE – B**

**(FINANCIAL BID FOR SUPPLY, INSTALLATION OF WORK STATION/STORAGE UNITS FOR APPRAISING MAIN SECTION, ROOM: G-218, CUSTOM HOUSE, CHENNAI -01)**

1. Name of Bidder:
2. Address:
3. Telephone / Mobile No:
4. Rates:

Sl. No	Item Description	Quantity	Units	BASIC RATE in figures To be entered by the Bidder (inclusive of all taxes) in Rs.	TOTAL AMOUNT inclusive of all Taxes	TOTAL AMOUNT In words
1	2	3	4	6	7	8
1	Wooden partition 5 ft height	385	Sqft.			
	Made from 50x25 mm aluminium section of 2 mm wall thickness covered with 19 mm BWR kit marine plywood on both side and laminated on both side with 1 mm thick laminate of approved shade from ISI make up to 4 feet and above 4 feet to five feet 12 mm toughened glass should be fixed with wooden mouldings properly polished (drawing enclosed).			To be Filled in BOQ		
2	Wooden working table of size 5Lx2.5 Wx 2.5 H.	3	No.			
	Made from 19 mm BWR kit marine plywood laminated on both side with 1 mm laminate of approved shade from ISI make top should be 40 mm thick and having one set of drawer unit with set of 3 drawer with set locking arrangement with brass hardware.			To be Filled in BOQ		
3	Wooden side computer table of size 3 L x 1.5 D x2.5 H	3	No.			
	Made from 19 mm BWR kit marine plywood laminated on both side					

	with 1 mm laminate of approved shade from ISI make top should be 40 mm thick and having one drawer with one shutter with pull out keyboard tray with locking arrangement with brass hardware.					
4	Officer Table 5Lx2Wx 2.5 H.	8	Nos			
	Made from 19 mm BWR kit marine plywood laminated on both side with 1 mm laminate of approved shade from ISI make top should be 40 mm thick and having one set of drawer unit with se of 3 drawer with set locking arrangement with brass hardware.			To be Filled in BOQ		
5	Chair					
1	<u>High back Chair:</u> Godrej model 7001 or equivalent seat and back padded with latex rubber foam and covered with approved cotton fabric mounted on five legged heavy duty steal base powder coated with nylon wheels. The Chair should have hydraulic mechanism for height adjustment and also provision for titling and revolving.	3	Nos.	To be Filled in BOQ		
2	<u>Medium back Chair:</u> Godrej model 7002 or equivalent seat and back padded with latex rubber foam and covered with approved cotton fabric mounted on five legged heavy duty steal base powder coated with nylon wheels. The Chair should have hydraulic mechanism for height adjustment and also provision for titling and revolving .	8	Nos	To be Filled in BOQ		
3	<u>Visitor Chair:</u> Godrej 7003 model or equivalent seat and back padded with latex rubber foam and covered with approved cotton fabric mounted on s type heavy duty 1 inch tubular frame powder coated .	6	Nos.	To be Filled in BOQ		
6	False Ceiling					
1	2 x 2 feet grid Armstrong tile with Armstrong channel	440	Sq Ft	To be Filled in BOQ		

7	<b>Painting</b>					
1	Removing dry or oil bound distemper, water proofing cement paint by scrapping and preparing the surface smooth including necessary repairs to scratches etc., Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete. Applying one coat of water thinnable cement primer of approved brand and manufacture on wall surface. One or more coats. Wall painting with acrylic emulsion paint of approved brand and manufacture to give an even shade. Two or more coats.	1600	Sqft	To be Filled in BOQ		
8	<b>Electrical</b>					
1	Wiring for light point/fan point with 1.5 sq mm FRLS PVC insulated copper conductor single core cable as earth wire in existing surface/ recessed steel/ PVC conduit including dismantling as required.	16	Points	To be Filled in BOQ		
2	Supplying and drawing 3 x 1.5 Sq mm size of FRLS PVC insulated copper conductor, single core cable in the existing surface/ recessed steel/PVC conduit/CMS as required.	24	mts	To be Filled in BOQ		
3	Supplying and drawing 6 x 1.5 Sq mm size of FRLS PVC insulated copper conductor, single core cable in the existing surface/ recessed steel/PVC conduit/CMS as required	24	mts	To be Filled in BOQ		
4	Supplying and drawing 3 x 4 Sq mm size of FRLS PVC insulated copper conductor, single core cable in the existing surface/ recessed steel/PVC conduit/CMS as required	130	mts	To be Filled in BOQ		
5	Supplying and drawing 6 x 4 Sq mm size of FRLS PVC insulated copper conductor, single core cable in the existing surface/ recessed steel/ PVC conduit/ CMS as required	35	mts	To be Filled in BOQ		
6	Supplying and drawing 4 x 16 + 2 x 16 Sq mm size of FRLS PVC insulated copper conductor, single	12	mts	To be Filled in BOQ		

	core cable in the existing surface/recessed steel/ PVC conduit/CMS as required					
7	Supplying and drawing 25 mm size of medium class PVC conduit along with accessories in surface/ recess including cutting the wall and making good the same in case of recessed conduit as required	105	mts	To be Filled in BOQ		
8	Supplying and drawing 1 run of cable of UTP 4 pair CAT 6 LAN Cable in the existing surface/ recessed steel/PVC conduit/CMS as required	140	mts	To be Filled in BOQ		
9	Supplying and fixing of PVC cable management trunking of size 105 10mm x 50 mm with cover on surface as required.	20	mts	To be Filled in BOQ		
10	Supplying and fixing of Wire/ Cable retaining clip for 105 x 50 mm PVC cable management system as required	10	nos	To be Filled in BOQ		
11	Supplying and fixing of Flat angle for 105 x 50 mm PVC cable management system as required	2	nos	To be Filled in BOQ		
12	Supplying and fixing of Flat junction for 105 x 50 mm PVC cable management system as required	2	nos	To be Filled in BOQ		
13	Supplying and fixing 15/16 Amp one way switch on existing modular plate & switch box including connections but excluding modular plate etc as required	4	nos	To be Filled in BOQ		
14	Supplying and fixing 5/6 Amp 3 pin socket on existing modular plate & switch box including connections but excluding modular plate etc as required	33	nos	To be Filled in BOQ		
15	Supplying and fixing Telephone socket outlet on existing modular plate & switch box including connections but excluding modular plate etc as required	11	nos	To be Filled in BOQ		
16	Supplying and fixing RJ 45 internet socket outlet on existing modular plate & switch box including connections but excluding modular plate etc as required	11	nos	To be Filled in BOQ		

17	Supplying and fixing 2 Module modular frame and cover plate on the existing cable management system as required	11	nos	To be Filled in BOQ		
18	Supplying and fixing 8 Module modular frame and cover plate on the existing cable management system as required	23	nos	To be Filled in BOQ		
19	Supplying and fixing suitable size GI box with modular plate and cover in front on surface or in recess including providing and fixing 3 pin 25 Amp modular socket outlet with 25 Amp plug top and 32 Amp modular DP switch, connection, painting etc as required (For AC connection, switch & socket to be fixed separately in different location as per the directions)	3	nos	To be Filled in BOQ		
20	Supply, installation, testing and commissioning of optical type smoke detectors as required	6	nos	To be Filled in BOQ		
21	Supply, installation, testing and commissioning of Response indicators above and below the false ceiling as required	6	nos	To be Filled in BOQ		
22	Supplying and fixing 63 Amps rating, four pole 415 volts isolator in the existing MCB DB complete with connections, testing and commissioning etc as required	1	nos	To be Filled in BOQ		
23	Supplying and fixing 63 Amps rating, four pole (three phase and neutral), 415 volts, Residual current circuit breaker having a sensitivity current up to 300 milli amps in the existing MCB DB complete with connections, testing and commissioning etc as required	1	nos	To be Filled in BOQ		
24	Supplying and fixing S Amps to 32 Amps rating, 240/415 volts, 'C' series, miniature single pole circuit breaker suitable for inductive load of following poles in the existing MCB DB complete with connections, testing and commissioning etc as required	5	nos	To be Filled in BOQ		

25	36 Watts 2x2 LED Lights	6	nos	To be Filled in BOQ		
<b>9</b>	<b>WINDOWS AND ROLLER BLINDS</b>					
1	Removing existing old windows (5 ft x 5 ft – 2 Nos) and re-plastering the wall	50	SqFt	To be Filled in BOQ		
2	Providing and fixing two piece aluminum window with 6 mm toughened glass and sliding arm. (5 ft x 5 ft – 2 Nos).	50	SqFt	To be Filled in BOQ		
3	Providing and fixing roller blinds for windows	62	SqFt	To be Filled in BOQ		
Total						
Quoted Rate in words						

**ANNEXURE – C**

I, \_\_\_\_\_ aged about \_\_\_\_\_ years, son/daughter of \_\_\_\_\_ resident of village \_\_\_\_\_ Distt \_\_\_\_\_ do hereby solemnly affirm and state as follows:

1. That I am the proprietor of M/s \_\_\_\_\_.
2. That my Agency / firm / Central or State Government / Central or State government undertakings has been allowed to participate in the tender dated \_\_\_\_\_ of the office of the Commissioner of Customs, Chennai-II, Custom House, Chennai, to create a modular work station in Room No. G-218, II Floor, Ganga Block, Custom House, Chennai-1.
3. That, I have neither been convicted nor any cognizance has been taken against by any Court of Law till date.
4. That my Agency / firm / Central or State Government / Central or State government undertakings has not been blacklisted from any Central / State Government Department and Central or State government undertakings.

The above statement is true to the best of knowledge and belief.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Name and Signature of  
the bidder with seal

ANNEXURE-D

