



GOVERNMENT OF INDIA
OFFICE OF THE COMMISSIONER
CENTRAL GST & C. EX., HALDIA COMMISSIONERATE
15/1, STRAND ROAD, 7th FLOOR, MS BUILDING, CUSTOM HOUSE, KOLKATA - 700 001

Tender No. 04/HQ/HAL/2017 dated 21/09/2017

Sealed quotations are invited from reputed parties/service providers for the following work at the left wing of 7th Floor of M. S. Building, Custom House, 15/1, Strand Road, Kolkata - 700 001.

Sl. No.	Description of work	Place of Work	Rate Quoted
01	Vinyl Flooring	For Visitors' Room and it's entrance at 7 th Floor	
02	Painting of wall and roof		
03	Conceal Wiring		
04	Dismantling of partitions and false ceiling.	Entire Left Wing of 7 th Floor	
05	Repair work and Painting work of the rooms.		

Interested parties may submit their quotations addressed to the Assistant Commissioner (HQ), Haldia Commissionerate, 7th floor, M. S. Building, 15/1 Strand Road, Custom House, Kolkata - 700 001, on or before **11.10.2017 upto 17:00 Hrs.**, at Room No. 710, Head Quarter Pool, 7th Floor of M. S. Building, Custom House.

The quotations will be opened on **12.10.2017** at 3:00 PM at the chamber of the Assistant Commissioner (HQ) of Haldia Commissionerate.

Separate quotations are required to be submitted for the above mentioned job, in two parts, i.e. **Technical Bid as per Annexure 'A'** and **Financial bid as per Annexure 'B'** in two different sealed envelopes. These envelopes shall be super-scribed 'TECHNICAL BID' and 'FINANCIAL BID' and put inside a bigger sealed envelope which shall be super scribed with the words "**Quotation for repair and renovation work, in respect to Tender Notice No. 04/HQ/2017 for Central GST & Central Excise, Haldia Commissionerate**".

The bidders who wish to be present at the time of opening of the Tenders may represent themselves or authorise their representatives with an authority letter for the said purpose. **The Financial Bids of only those shall be opened, whose Technical Bids will qualify the Terms & Conditions of the Tender Notice.**

Details of the tender are also available in the website - www.cbec.gov.in.

Terms & Conditions of the tender :-

1. The authority reserves the right to accept or reject any or all quotations without assigning any reason to anybody.
2. The tenders submitted should have clearly indicated the price, brand name, specification and other required parameters of the product.
3. The quoted amount should include all taxes and all other applicable charges/fee etc.

4. The items to be supplied should have reasonable guarantee/warranty period. The bidder will be responsible for malfunctioning of the products etc. and are required to be replaced at their own cost.
5. The assigned work should be completed within 15 (fifteen) days after receiving of the work order.
6. Quotation should be signed by the authorised person indicating full name and status with company seal.
7. The items to be used for the repair and renovation work should be of high standard and good quality.
8. The bidders may inspect the site before submission of quotation for the same on working days within office hours after prior intimation to the department.
9. The payment will be made only after completion of the whole work with full satisfaction of the department.

(D. P. S. Kuswah)
Joint Commissioner
Central GST & Central Excise
Haldia Commissionerate.

ANNEXURE - A

TECHNICAL BID

(To be enclosed in a separate sealed envelope)

Quotation for repair and renovation work of Central GST & C. Ex., Haldia Commissionerate.

1.	Name of the Organization / Firm	
2.	Registered Address of the Firm/ Organisation	
3.	Telephone No./ Mobile No/Fax No. E-mail (if any)	
4.	Name(s) of Proprietors/Partners/ Directors and address of the Organisation	
5.	PAN No. of the Person / Firm / Company	
6.	Trade License No. of the Firm, if any (Copy to be enclosed)	
7.	Permanent Account No. (PAN) of the Firm (Copy to be enclosed)	
8.	Registration No. of GST, if any (Copy to be enclosed)	

**** Note: All columns should be filled up properly**

(Incomplete Technical Bid will not be taken up for further consideration).

DECLARATION

1. I,Son/Daughter/Wife of Shri
Proprietor/Director/Authorized Signatory of the agency/firm.....
.....Address

....., am competent to sign
this declaration and execute this tender document;

2. I have carefully read and understood all the terms and conditions of the tender and undertake to
abide by them;

3. The information / documents furnished along with the application are true and authentic to the
best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false /
misleading information / fabricated document would lead to rejection of my tender at any stage.

Date:

Place:

Signature of authorized person

Seal:

Full Name:-

ANNEXURE - B

FINANCIAL BID

(To be submitted in a separate sealed envelope)

Quotation for repair and renovation work of Central GST & C. Ex., Haldia Commissionerate.

1. Name of bidder Company/Firm/Agency :

2. Address (with Tele & Fax No.) :

3. Permanent Account No. (PAN) :

4. Details of Charges (**Inclusive of all charges and Taxes**) :-

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05	Repair work and Painting work of the rooms.		

Date:

Place:

Signature of authorized person

Seal:

Full Name

Copy to:

1. The Deputy/Assistant Commissioner (HQ), Central GST & C. EX, Kolkata North / Kolkata South / Howrah / Appeal - I / Appeal - II / Audit - I / Audit - II, with a request to arrange for display of the notice to their respective Office Notice Board.
2. The Superintendent (HQ), Central GST & C. EX, Haldia Comm'te with a request to arrange for display of the notice to their Office Notice Board.
3. The Superintendent (System), Central GST & C. EX., Haldia Comm'te with a request to upload the Notice in Official website as well as in CBEC website.
4. The Notice Board of all the divisional offices of Central GST & C. EX., Haldia Commissionerate.

(T. K. Mondal)
Superintendent (Infra.)
Central GST & C. Ex.
Haldia Commissionerate.

