



भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
महायुक्त आयुक्त का कार्यालय
OFFICE OF THE ASSISTANT COMMISSIONER
केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क
CENTRAL TAX & CENTRAL EXCISE
इडुक्की मण्डल, IDUKKI DIVISION
के.पी.वर्की मॉल, IInd Floor, रोटरी जंक्शन, थोदुपुझा - 685584
K.P VARKEYS MALL, IInd FLOOR
ROTARY JUNCTION, THODUPUZHA-685584

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सी.सं./ C.No.I/22/03/2018

तिथि/ Date: 12-09-2019

NOTICE INVITING TENDER (NIT)

Sub: Rates/quotations for Hiring of services for Housekeeping of office premises of Central Tax and Central Excise, Idukki Division, Kattappana Range and Vandiperiyar Range-Reg.

The Assistant Commissioner of Central Tax and Central Excise, Idukki Division invites bids/Quotations from Service Providers for **(Idukki Division at Thodupuzha, Kattappana Range at Kattappana and Vandiperiyar Range at Peermade)** for House Keeping works at the office of the Asst. Commissioner of Central Tax & Central Excise Idukki Division, Office of the Superintendent of Central Tax & Central Excise, Kattappana Range and Vandiperiyar Range. The Division office premises at Thodupuzha consist of 8622.18 sq.ft., Kattappana Range 1400 Sq.ft. and Vandiperiyar Range 1382.74 sq.ft.

Data Sheet

Item	Description
Name of the Hirer	Government of India, Ministry of Finance, Department of Revenue, Central GST and Central Excise, Idukki Division, K.P.Varkey's Mall, Rotary Junction, Ambalm Bypass Road, Thodupzha-685584.
Tender Inviting Authority	Asst. Commissioner, Central GST & Central Excise, Idukki Division.
Tender Name	Hiring of Services for Maintenance/Housekeeping of office premises

Tender No. & Date	C. No. I/22/03/2018 dated 26/08/2019
Method of Selection	L-1
Availability of Tender Documents	Can be downloaded from Central Public Procurement Portal at http://eprocure.gov.in/eprocure/app
Date and time of Tender Notice issuance	12/09/2019, 03.00 PM
Last dated and time for bid/Proposal submission (On or before)	21/09/2019, 05.00 PM
Bid opening Time & Date	23/09/2019, 10.00 AM.
Period of hiring	01/10/ 2019 to 30/09/2020 (subject to change)

2. Tender documents may be downloaded from **Central Public Procurement Portal (CPPP)** site <http://eprocure.gov.in/eprocure/app>. Aspiring bidders who have not enrolled/ registered in e-procurement should enroll/ register before participating through the website procurement should enroll/ register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at **Annexure-V** regarding instructions for online bid submission.

TIME SCHEDULE FOR TENDER

SL No.	Particulars	Date
1	Tender e-publish date	12/09/2019
2	Document download start date	12/09/2019
3	Bid submission start date	12/09/2019
4	Bid submission last date	21/09/2019, 05.00 PM
5	Tender opening date (Technical)	23/09/2019, 10.00 AM

3. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

- Tenders can access Tender documents on the website, fill them with all relevant information and submit the complete Tender document in to electronic Tender on website <http://eprocure.gov.in/eprocure/app>.

- Tenders and supporting documents shall be uploaded only through e-procurement portal.
- 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 tenderer is liable to be banned.

4. The tenders shall be submitted only online and in two parts viz., **Technical Bid** and **Financial Bid**, along all the tender documents evidencing (i) GST Registration no. of the bidder (ii) Details of the cars offered for hiring (ii) Year of manufacturing of the said cars (iii) Registration & ownership details of the cars etc., duly signed in all the pages. The format of **Technical** and **Financial Bid** is mentioned in **Annexure-III & IV**. All the pages of bid being submitted must be signed and over writing, if any, has to be duly initialed by the bidder and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. Further, the '**Terms & Conditions**' (**Annexure-I**) & **Tender Acceptance Letter (Annexure-II)** should also be duly signed on all the pages and uploaded along with other tender documents. It may be noted that, in case of non-uploading of copies of documents specified in **Annexure-I** (Terms & Conditions) on the CPPP, such technical bid, shall be summarily rejected. The offers submitted through any means other than uploading on the CPPP website <https://eprocure.gov.in/eprocure/app> shall not be considered. No correspondence will be entertained in this matter.

5. 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.

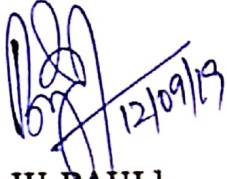
6. In the event of any of the above-mentioned date being subsequently declared as a holiday/closed day for this office, the tenders will be opened on the next working day at the scheduled time.

7. Interested parties may also download the tender from the official websites www.cbcc.gov.in & www.cenexkochi.gov.in.

8. The bids, complete in all respects should be submitted through the Government e-procurement portal <https://eprocure.gov.in/eprocure/app> on or before **5.00 PM on 21.09.2019**. Offers received beyond the specified date/ time shall not be entertained.

Enclosures:

- (i) Annexure – I (Terms and conditions)
- (ii) Annexure – II (Tender Acceptante Letter)
- (iii) Annexure – III (Technical Bid)
- (iv) Annexure – IV (Financial bid)
- (v) Annexure – V (Instructions for Online Bid Submission)



[बिजू पॉल/BIJU PAUL]

सहायक आयुक्त/ Assistant Commissioner

Copy submitted to:

1. The Additional Commissioner/Nodal Officer, Central Tax and Central Excise, Kochi for publication in <https://eprocure.gov.in/eprocure/app> and in the Official Websites i.e., www.cbcc.gov.in, www.cenexcisekochi.gov.in.
2. The Notice Board at the office of the Assistant Commissioner of Central Excise Customs & Service Tax Idukki Division.