



भारतसरकार

GOVERNMENT OF INDIA

वित्तमंत्रालय, राजस्वविभाग

MINISTRY OF FINANCE, DEPARTMENT OF REVENUE

आयुक्तकाकार्यालय

OFFICE OF THE COMMISSIONER

केंद्रीयवस्तुएवंसेवाकर, आइजोल

CENTRAL GOODS AND SERVICES TAX, AIZAWL

D-31/A, GST BUILDING, MG ROAD, UPPER KHATLA, AIZAWL-796001

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F.No.I/(4)/OTH/102/2021-ADMN-O/o COMMR-CGST-AIZAWL Dated:

TENDER NOTICE FOR PURCHASE OF LAND FOR OFFICE

Notice Inviting Tender (NIT) No. F.No.I/(4)/OTH/102/2021-ADMN-O/o COMMR-CGST-AIZAWL

For and on behalf of the President of India, the Commissioner, CGST Aizawl Commissionerate invites online bids for purchase of suitable plot of land having approximate area of 6.2 acre for construction of office of Commissioner, CGST Aizawl Commissionerate from the legal owners /power of attorney holders of suitable plots located within the Aizawl Municipality Area.

2. The amount payable for the purchase of the plot will be as per the Government of India Rules and the same shall be fixed and paid in accordance with the Government of India instructions in force. The tender is invited under a two-bid system i.e. (1) Technical Bid and (2) Financial Bid. For further details and for understanding the procedure of bidding, www.eprocure.gov.in may be visited. For filling up e-tender for technical bid and financial bid, 'Terms and Conditions' are laid down; and following the said procedure, specifications for Technical bid are to be entered in Annexure-I & III and the same for the Financial bid are to be entered in the **BOQ excel sheet** and in Annexure-II (SOQ). The bid specifications duly completed in all respects shall be submitted on www.eprocure.gov.in in two separate folders viz. (1) Technical Bid and (2) Financial Bid. The Technical Bid shall be opened by the Tender Committee. Incomplete bid documents shall be rejected. The valid bids shall be scrutinized by the Tender Committee to shortlist the eligible bidders. Thereafter, the financial bids of the short listed bidders shall be opened by the Tender Committee. Bidders shall submit the Technical as well as Financial bids through e-tender portal only. Scanned copies of all relevant documents should be attached with the bid. Bids submitted in any other form viz. courier/post/in person shall not be accepted in the tender.

GENERAL GUIDANCE FOR E-TENDERING

Instructions/Guidelines for electronic submission of the tenders online (www.eprocure.gov.in) have been given below for assisting the relevant parties to participate in e-Tendering.

1. Registration of bidders

Any party having clear title and willing to take part in the process of e-Tendering will have to enroll & register with the Government e-Procurement system, by logging on to (www.eprocure.gov.in):. The bidder is to click on the link for e-Tendering site as given on the web portal.

2. Digital Signature certificate (DSC)

Each bidder having valid Digital Signature Certificate (DSC) for submission of tenders can have the necessary details after logging in to www.eprocure.gov.in. Bidders willing to take part in the process of e-Tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Govt. of India. (Viz.nCode Solution, Safes crypt, e-Mudhra, TCS, MTNL, DRBT) or as mentioned in e-tendering portal of GOI (<https://eprocure.gov.in>). DSC is given as a USB e-Token. After obtaining the Class 2/3 Digital Signature Certificate (DSC) from the approved CA they are required to register the Digital Signature Certificates through the registration system available in the website.

3. Eligibility for Participation

Any party having clear title may take part in the aforementioned bidding.

4. Collection of Tender Documents

The bidder can search & download Notice Inviting Tender (NIT) & Tender Documents electronically directly once he logs on to the website given in clause 1 above, (www.eprocure.gov.in) using the Digital Signature Certificate (DSC) provided. This is the only mode of collection of tender documents.

5. Participation in the bidding process

A prospective bidder shall be allowed to participate in the bid either in the capacity of an individual title holder or as a group of title holders exercising their authority through a power of attorney. If a prospective bidder is found to have applied severally, all his applications will be rejected for that job.

6. Submission of Tenders

6.1 General Process of submission

Tenders are to be submitted online through the website stated in Clause - 1. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Bidders are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders at a time for each work, one is Technical Proposal and the other is Financial Proposal. The tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. The bidder needs to fill up all relevant information in the BOQ, downloaded for the work, in the designated Cell and upload the same in designated location of Financial Bid. The documents uploaded are virus scanned and digitally signed using the Digital Signature Certificate (DSC). Bidders should especially take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender. **The Last Date of Bid Submission is 23.06.2022.**

6.2 Technical proposal

The Technical proposal should contain scanned copies and/or declarations in the standardized formats in covers (folders).

Enclosures:

(i) Terms and conditions

(ii) Technical Bid & Financial bid Format and others (Annexure-I, II, III & IV)

(iii) Check List

Enclosure-I: TERMS AND CONDITIONS:

(Please go through the terms and condition carefully before participation.)

1. The terms and conditions shall form part of the tender to be submitted by the bidder to the Commissioner, CGST Aizawl Commissionerate, D-31A, Upper Khatla, M.G Road, Aizawl - 796001.

2. All columns in the tender document shall be duly filled in and no column shall

be left blank. "Nil" or "Not applicable" shall be marked, where there is nothing to report. Tender document shall be digitally signed by the owner or his authorized Power of Attorney holder. The Commissioner, CGST Aizawl Commissionerate reserves the right to reject incomplete tender or in the event of any of the particulars being found to be incorrect.

3. Tender documents received after the due date i.e. after **23.06.2022** shall be liable to be rejected outright and no correspondence in this regard shall be entertained.

4. No tender shall be accepted by post/ courier/ in person.

5. The plot offered must be 6.2 acre, with a tolerable deviation of (+) or (-) 15%.

6. The bid shall be acceptable only from the original owners of the plot or from those having valid power of attorney. The plot offered should be free from all encumbrances/claims/liabilities and disputes and litigation with respect to its ownership, lease /renting and pending dues etc.

7. The offered plot should have adequate provisions for electricity and water connection as well as sewerage arrangements.

8. The plot should be located within the Aizawl Municipal Corporation Area.

9. The plot should be free of overhead high tension power lines, major water pipelines, canals, drains or nullahs. There must be no major public road or railway line running through the plot. The plot should be preferably level, more or less at road level and in one contiguous lot.

10. The plot should have an easy and convenient approach, and should be in an area convenient for office use and easily accessible by public transport.

11. A group of owners who have plots contiguous to each other and meeting the requirements may participate in the bid through a Power of the Attorney holder. However, in such a case, the Commissioner, CGST Aizawl Commissionerate, shall deal with only the holder of Power of Attorney, and not with individual owners. Copy of the required Power of Attorney from each owner duly endorsed should be enclosed with the offer.

12. Offers received from Government Bodies, Local Authorities, Public Sector Undertakings etc. would be given preference.

13. The Technical bids shall be opened in the first instance. The physical

inspection of the plot will also be carried out to verify whether it complies with the terms and conditions mentioned in the Technical bid. Before accepting the Technical Bid, all the documents and plot shall be inspected by a committee authorized by the Commissioner, CGST Aizawl Commissionerate and only those premises found satisfactory in all respects shall be considered for opening the financial bid and such decision shall be final.

14. The Technical Bid is required to be submitted along with attested scanned copies as detailed in Enclosure-III appended. Technical Bids received without the said documents are liable for rejection' without any reference to the party whatsoever. Original documents/certificates shall be required to be produced at the time of execution of the sale deed.

15. The Commissioner, CGST Aizawl Commissionerate, or any other person authorized by him in this behalf shall assess the suitability of the plot, compliance to technical specifications, verification of the credentials of the bidders and other liabilities, and carry out any other verification and scrutiny he deems necessary. The financial bids of only those technically qualified bidders will be opened at a later date and time, which will be notified in advance to the technically qualified bidders.

16. The bidders shall quote the expected rate in Indian Rupees per sq.m for the plot, as well as the total amount in the financial bid. However, the finalization of the purchase will be subject to assessment by the CPWD as per the procedure laid down by the Government, as well as final approval and sanction by the Government of India as per the rules framed in this regard.

17. No bidding fee Security deposit is required for bidding.

18. No brokerage shall be paid by the Department.

19. The payment terms mentioned in the financial bid shall be strictly followed.

20. Non-fulfillment of any of the above terms may result in rejection of the bid without any further correspondence.

21. If at any stage it is found that any of the details/ documents furnished by the bidder is false/misleading/fabricated, his bid would be liable for cancellation without intimation to the bidder.

22. The offer should remain valid for at least **2 (two) years**. During the validity period of the offer, the bidder shall not withdraw/modify the offer in terms of area and price and other terms and conditions quoted in the Technical or Financial bids. The bidder is required to submit the scanned copy of an

undertaking on non-judicial stamp paper of requisite value duly signed by legal owner or his power of attorney holder that the bidder shall not back out/cancel the offer/offers made to the Commissioner, CGST Aizawl Commissionerate during the validity period.

23.The Commissioner, CGST Aizawl Commissionerate or his representative shall verify/inspect the plot at any stage before finalization of the tender.

Important Note:

1. Technical evaluation will be done only after verifying the location.
2. Financial evaluation will be done after verifying the technical bid.

ENCLOSURE-II

ANNEXURE-I

TECHNICAL BID

(To be downloaded, filled in by hand and scanned copy to be uploaded in the folder of technical Bid)

Sl. No.	Particulars	Details
1.	Name(s) of the owner(s), PAN details, address(es), contact number(s) and email address(es).	
2.	Complete address of the property being offered. (Please mention approx. latitude and longitude)	
3.	Details of property. (Copy of proof of ownership along with photographs of the plot to be enclosed)	
4.	Distance from main road	
5.	Whether water & electricity connection available	
6.	Quality of mobile connectivity in the area	
7.	Distance from bus stop and taxi stand	
8.	Distance from airport	

DECLARATION

I/We _____ hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/We understand that in case any deviation is found in the above statements or documents submitted, at any stage, my/our offer may be liable to be rejected.

Signature of Legal Owner/Power of Attorney Holder

ANNEXURE-II (SOQ)

FINANCIAL BID

(To be downloaded, filled in by hand and scanned copy to be uploaded in the folder of Financial Bid)

1.Name of bidder Individual/ Company / Firm / Agency/ Department:

2.Address (with Ph No, Fax No. and email address)

Sl. No	Details of the plot offered	Rate (Rs per sq.m)	Total amount (Rs)
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DECLARATION

I/We _____ hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/We understand that in case any deviation is found in the above statements or documents submitted, at any stage, my/our offer may be liable to be rejected.

Signature of Legal Owner/ Power of AttorneyHolder

ANNEXURE-III

DECLARATION

(To be downloaded, filled in by hand and scanned copy to be uploaded in the folder of Financial Bid)

1. I, Son/Daughter/Wife
of Shri Title holder/ Power of
Attorney holder, am competent to sign this declaration and execute this tender
document; on behalf of.....

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

1.The information/documents furnished along with the above 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 bid at any stage.

Date :

Place :

Signature of authorized person
Full Name :

ANNEXURE-IV

Important Dates and Information

Sl.No.	Particulars	Date & Time
01	Date of uploading of NIT Documents (online)	14.06.2022
02	Documents download start date (Online)	14.06.2022
03	Bid submission start date (online)	15.06.2022
04	Bid submission closing (online)	23.06.2022
05	Bid opening date for Technical Proposal (Online)	24.06.2022, 12:30 HRS
06	Date of uploading list of Technically qualified bidders (online)	To be notified accordingly
07	Date and place for opening financial proposal (online)	To be notified accordingly

ENCLOSURE- III

**CHECKLIST FOR SUBMISSION OF DOCUMENTS WITH THE TECHNICAL
BID (scanned copies)**

- 1) Application - Technical Bid as per Annexure-1 of the bid document;
- 2) Copy of power of attorney, if the bidder is other than the title holder; or if bidding as a group of title holders.
- 3) Attested copy of PAN Card;
- 4) Attested copy of LSC;
- 5) Attested copies of proof of payment of land revenue;
- 6) Attested copy of non-encumbrance certificate issued by the State Government;
- 7) Photographs from each cardinal direction of the plot being offered, duly marked as such;
- 8) Affidavit from the owner or the Power of Attorney holder that the plot being offered is free of all legal disputes, litigation, liabilities, pending dues or taxes.